



## Payment Schedule 2025

Schedule for 4 weekly paid contractors working at Ford.

Date From	Date To	Deadline	Payment Date
4 November 2024	1 December 2024	3 December 2024	6 December 2024
2 December 2024	29 December 2024	31 December 2024	6 January 2025*
30 December 2024	26 January 2025	28 January 2025	31 January 2025
27 January 2025	23 February 2025	25 February 2025	28 February 2025
24 February 2025	23 March 2025	25 March 2025	28 March 2025
24 March 2025	20 April 2025	22 April 2025	25 April 2025
21 April 2025	18 May 2025	20 May 2025	23 May 2025
19 May 2025	15 June 2025	17 June 2025	20 June 2025
16 June 2025	13 July 2025	15 July 2025	18 July 2025
14 July 2025	10 August 2025	12 August 2025	15 August 2025
11 August 2025	7 September 2025	9 September 2025	12 September 2025
8 September 2025	5 October 2025	7 October 2025	10 October 2025
6 October 2025	2 November 2025	4 November 2025	7 November 2025
3 November 2025	30 November 2025	2 December 2025	5 December 2025
1 December 2025	28 December 2025	30 December 2025	9 January 2026*
29 December 2025	25 January 2026	27 January 2026	30 January 2026

\*Due to banking closures

### THE FOLLOWING INFORMATION IS IMPORTANT

#### PLEASE ENSURE:

All timesheets are authorised by the Client  
All timesheets are received by MIDDAY on the Tuesday deadline  
All invoices to be received by MIDDAY Wednesday  
NB Late or inaccurate timesheets / invoices will DELAY PAYMENT

Tel: 01384 397555  
[jonlee.co.uk/contractors](http://jonlee.co.uk/contractors)

#### PLEASE ENSURE YOU STATE THE FOLLOWING ON YOUR INVOICE:

Your Limited Company Name & Address  
Your Limited Company Registration Number  
Your Invoice Number & the Invoice date  
Your VAT Registration Number (if applicable)

Our Company Name & Address - Jonathan Lee Contracts Limited,  
The Maltings, Mount Road, Stourbridge, West Midlands, DY8 1HZ