

## Payment Schedule 2025

Schedule for 4 weekly paid contractors

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