

Payment Schedule 2025

Schedule for 2 Weekly-Paid Contractors



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

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

PLEASE ENSURE YOU INCLUDE 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 Design Services Limited,
 The Maltings, Mount Road, Stourbridge, West Midlands, DY8 1HZ