

DAVID HOWARD LIMITED

4 weekly Payrolls for 2026/27

Due to HMRC introducing Real Time Information, we are required to submit a return on your behalf **on or before the pay date on the payslip**. This means we are no longer able to produce payslips after the pay period has ended. We therefore require you to submit your timesheets to us **BEFORE** the end of each month.

Timesheets that are sent to us after the required date, may not be processed until the following month and may incur penalties from HMRC.

You MUST also let us know EVERY MONTH if there have been no hours worked by your employees, as a NIL submission has to be sent to HMRC.

Month	Timesheet Due by:	4 Week Period Range	Payday
Week 4	10th April	23rd March - 19th April	17th April
Week 8	8th May	20th April - 17th May	15th May
Week 12	5th June	18th May - 14th June	12th June
Week 16	3rd July	15th June - 12th July	10th July
Week 20	31st July	13th July - 9th August	7th August
Week 24	28th August	10th August - 6th September	4th September
Week 28	25th September	7th September - 4th October	2nd October
Week 32	23rd October	5th October - 1st November	30th October
Week 36	20th November	2nd November - 29th November	27th November
Week 40	16th December*	30th November - 27th December	24th December
Week 44	15th January	28th December - 24th January	22nd January
Week 48	12th February	25th January - 21st February	19th February
Week 52	12th March	22nd February - 21st March	19th March

*As in previous years our office will be closed over the Christmas period, reopening in the new year and we would advise that time sheets are in to the office by 16th December 2026 to avoid delay to payments.