

CONTRACTOR PAYMENT SCHEDULE

WEEKLY authorised Timesheets should be submitted matching the dates below			
Timesheets should be completed/Authorised on the Timesheet Portal: www.rethink-recruitment.com/timesheets For queries telephone 0845 430 2985 or email queries@rethink-recruitment.com			
Period End Date of Month	No of Weeks on Timesheets	Cut Off Dates Timesheets 17:30	BACS Credit Date to Company Acc
01/11/2015	5	04/11/2015	20/11/2015
29/11/2015	4	02/12/2015	21/12/2015
03/01/2016	4	06/01/2016	21/01/2016
31/01/2016	5	03/02/2016	22/02/2016
28/02/2016	4	02/03/2016	21/03/2016
27/03/2016	4	30/03/2016	21/04/2016
01/05/2016	5	04/05/2016	20/05/2016
29/05/2016	4	01/06/2016	21/06/2016
26/06/2016	4	29/06/2015	21/07/2016
31/07/2016	5	03/08/2016	22/08/2016
28/08/2016	4	31/08/2016	21/09/2016
02/10/2016	5	05/10/2016	21/10/2016
30/10/2016	4	02/11/2016	21/11/2016
27/11/2016	4	30/11/2016	21/12/2016
01/01/2017	5	04/01/2017	20/01/2017
29/01/2017	4	01/02/2017	21/02/2017
26/02/2017	4	01/03/2017	21/03/2017
02/04/2017	4	05/04/2017	21/04/2017

Please ensure if you use an Umbrella company that they also adhere to our timescales.

NB: Umbrella Companies receive the monies on the dates above; contractors will need to check their Umbrella Company payment calendars to confirm transfer into accounts as this maybe different.