

PAY CYCLES FOR 2016

- A. 1st - 31st (Monthly)
 - B. 1st - 15th & 16th - 31st (Semimonthly)
 - C. 16th - 31st & 1st - 15th (Semimonthly)
 - D. Other (Please explain): _____
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- E. Biweekly Attach pay-period schedule if available
(i.e., January report 12/16/2015 through 1/12/2016)

PLEASE NOTE: The through date must be for the same month as the month represented by the report.

	Actual Pay Dates
January Report: _____ through _____	_____
February Report: _____ through _____	_____
March Report: _____ through _____	_____
April Report: _____ through _____	_____
May Report: _____ through _____	_____
June Report: _____ through _____	_____
July Report: _____ through _____	_____
August Report: _____ through _____	_____
September Report: _____ through _____	_____
October Report: _____ through _____	_____
November Report: _____ through _____	_____
December Report: _____ through _____	_____

Comments: _____

Please indicate how your agency pays payroll deduction purchase of service payments to PERS.

Monthly
 Semimonthly
 Biweekly

PERS Agency Number

Agency Liaison Officer Signature
or Authorized Representative

Agency Name