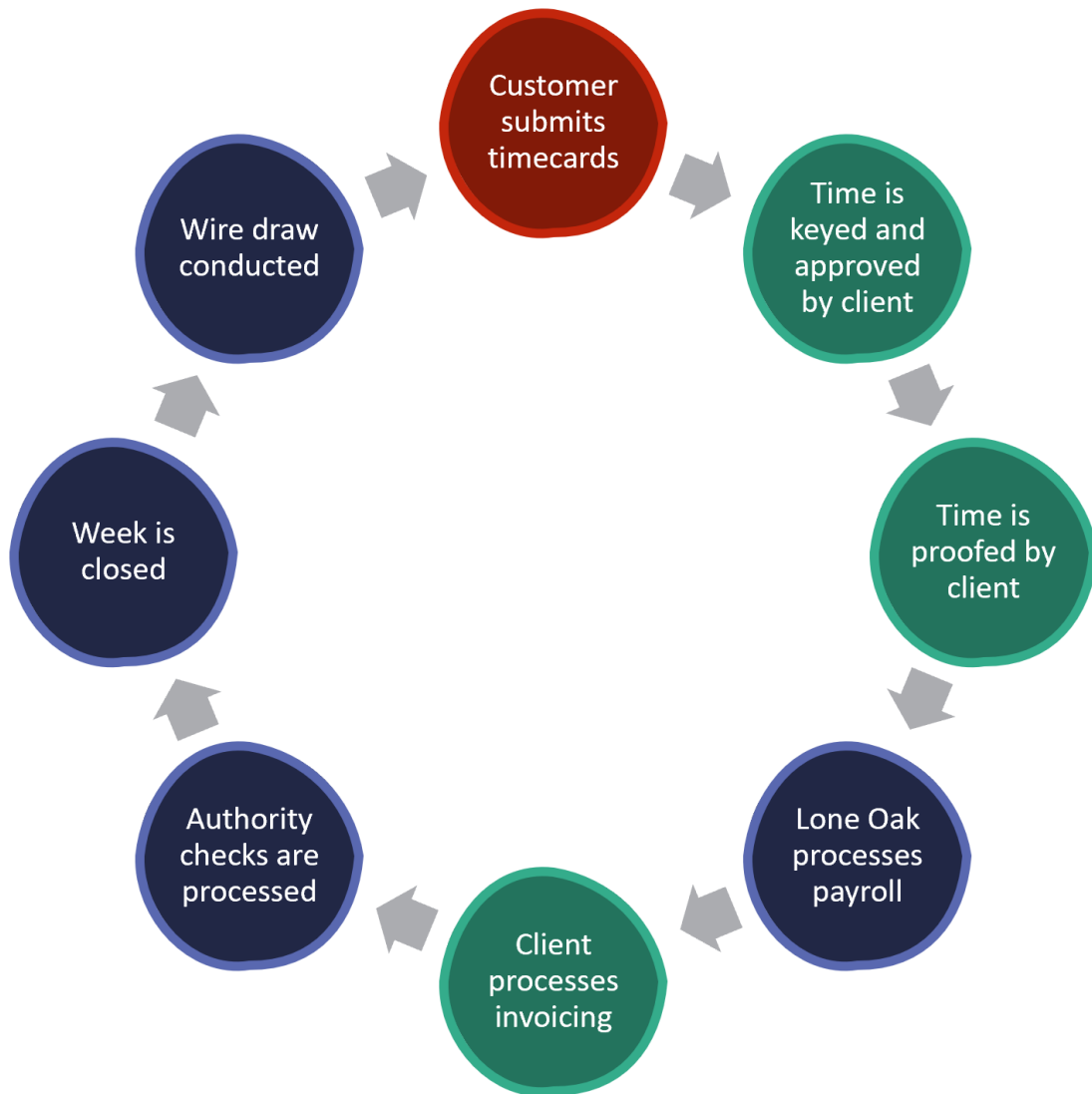




# What to Expect for Your Payroll Week With a Wednesday Check Date



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## Overview:







## Process and Deadlines:

	<b>By Monday Close of Business</b>
	You have entered all time, proofed all timecards, and notified LOP (via the <a href="#">LOP Help Center</a> ) that payroll is ready to be processed.

	You are now able to begin invoicing!
	LOP pays all available transactions and posts payroll

	<b>By Tuesday at 11:00 AM</b>
	LOP closes the week

	<b>By Tuesday at 1:00 PM</b>
	Wire is received from you for funds owed to LOP for Payroll to ensure timely delivery of checks
	<p>LOP then releases payroll to employees following receipt of funds</p> <ul style="list-style-type: none"> <li>• EPay Checks are delivered via ACH</li> <li>• Live Checks are sent via FedEx overnight delivery to delivery address</li> </ul>
	You may run Wire Statement Summary and Wire Amount by EINC reports to review wire details following completion of the wire draw

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