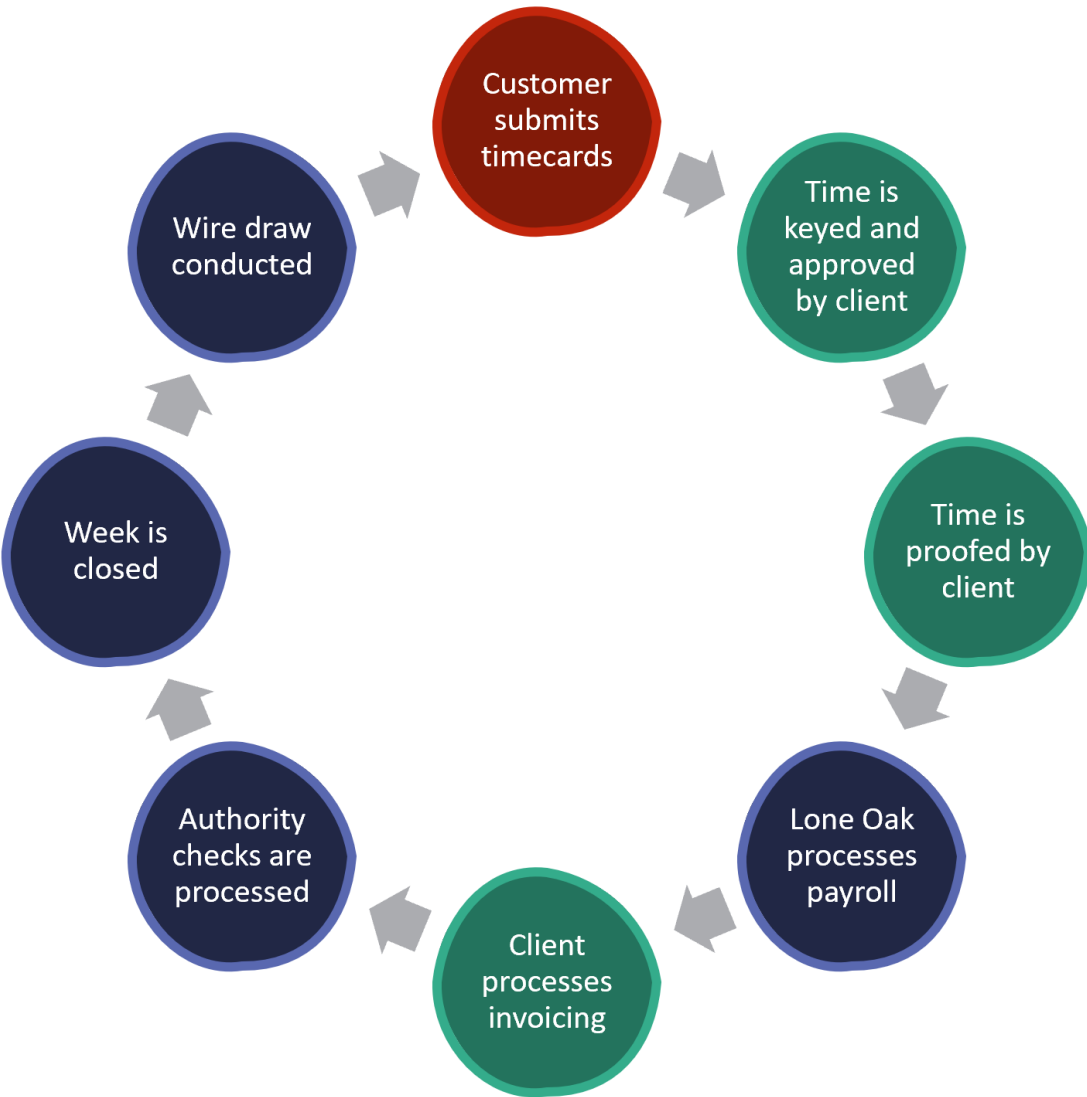





What to Expect for Your Payroll Week With a Friday Check Date



Last Modified on 11/08/2023 9:05 am CST



Overview:







Process and Deadlines:

	By Wednesday at 12:00 PM
	You have entered all time, proofed all timecards, and notified LOP (by emailing paperlessprocessor@tempworks.com) that payroll is ready to be processed
	You are now able to begin invoicing!

	By Wednesday Close of Business
	LOP pays all available transactions and posts payroll

	By Thursday at 11:00 AM
	LOP closes the week

	By Thursday at 1:00 PM
	Wire is received from you for funds owed to LOP for Payroll to ensure timely delivery of checks
	LOP then releases payroll to employees following receipt of funds
	<ul style="list-style-type: none"> • EPay Checks are delivered via ACH • Live Checks are sent via FedEx overnight delivery to delivery address
	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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