

2020 PAY SCHEDULE

Mail to: LINK, Inc.
2401 E. 13th Street
Hays, KS 67601
(785) 625-6942

MAIL DROP LOCATED AT 2401 E 13TH STREET

24 HOURS A DAY *** FAX 785-625-6137 ***** 24 HOURS A DAY**
Call Toll Free 1-800-569-5926 to verify fax received

**ALL TIME SHEETS AND PAYROLL INFORMATION RECEIVED
AFTER THE DUE DATE AND TIME WILL NOT BE PROCESSED UNTIL
THE NEXT PAY PERIOD.**

PAY PERIOD	TIME SHEETS AND PAYROLL INFORMATION DUE IN HAYS OFFICE BY 1:00PM CST	PAY DAY
12/16/19 TO 12/31/19	1/6/20	1/14/20
01/01/20 TO 01/15/20	1/21/20	1/28/20
01/16/20 TO 01/31/20	2/5/20	2/14/20
02/01/20 TO 02/15/20	2/19/20	2/28/20
02/16/20 TO 02/29/20	3/4/20	3/14/20
03/01/20 TO 03/15/20	3/18/20	3/28/20
03/16/20 TO 03/31/20	4/6/20	4/14/20
04/01/20 TO 04/15/20	4/21/20	4/28/20
04/16/20 TO 04/30/20	5/6/20	5/14/20
05/01/20 TO 05/15/20	5/20/20	5/28/20
05/16/20 TO 05/31/20	6/3/20	6/14/20
06/01/20 TO 06/15/20	6/17/20	6/28/20
06/16/20 TO 06/30/20	7/6/20	7/14/20
07/01/20 TO 07/15/20	7/21/20	7/28/20
07/16/20 TO 07/31/20	8/5/20	8/14/20
08/01/20 TO 08/15/20	8/19/20	8/28/20
08/16/20 TO 08/31/20	9/3/20	9/14/20
09/01/20 TO 09/15/20	9/17/20	9/28/20
09/16/20 TO 09/30/20	10/6/20	10/14/20
10/01/20 TO 10/15/20	10/20/20	10/28/20
10/16/20 TO 10/31/20	11/4/20	11/14/20
11/01/20 TO 11/15/20	11/18/20	11/28/20
11/16/20 TO 11/30/20	12/3/20	12/14/20
12/01/20 TO 12/15/20	12/17/20	12/28/20

2020
Bank and Post Office Closings
LINK, Inc. Holidays

For your information: The following are dates which the Post Office, Commerce Bank and/or LINK, Inc. offices will be closed. Please keep these dates in mind when mailing your payroll paperwork.

COMMERCE BANK CLOSED

New Years Day	1/1/20
Martin Luther King Jr. Day	1/20/20
President's Day	2/17/20
Good Friday – NOON	4/10/20
Memorial Day	5/25/20
Independence Day	7/4/20
Labor Day	9/7/20
Columbus Day	10/12/20
Veteran's Day	11/11/20
Thanksgiving	11/26/20
Christmas	12/25/20

POST OFFICE CLOSED

New Years Day	1/1/20
Martin Luther King Jr. Day	1/20/20
President's Day	2/17/20
Memorial Day	5/25/20
Independence Day	7/4/20
Labor Day	9/7/20
Columbus Day	10/12/20
Veteran's Day	11/11/20
Thanksgiving	11/26/20
Christmas	12/25/20

LINK, INC. CLOSED

New Years Day	1/1/20
Martin Luther King Jr. Day	1/20/20
Good Friday	4/10/20
Monday After Easter	4/13/20
Memorial Day	5/25/20
Independence Day	7/4/20
Labor Day	9/7/20
Veteran's Day	11/11/20
Thanksgiving	11/26/20
Friday After Thanksgiving	11/27/20
Christmas Eve	12/24/20
Christmas Day	12/25/20.

**Please contact LINK with
ANY payroll questions or any
Questions in connection with
the
Authenticare Clock-in/Clock-
out
system at 1-800-569-5926 or
fms@linkinc.org**