



Grand County Human Resource Office

P.O. Box 264 Hot Sulphur Springs, CO 80451
 Phone: 970.725.3047

Notice of 2026 Payroll Cut-Off Dates and Payroll Dates

Payroll #	Pay Period Dates	Time Entry Cut-Off Dates	Pay Dates
1	12/14/2025 – 12/27/2025	12/27/2025	1/2/2026
2	12/28/2025 – 1/10/2026	1/10/2026	1/16/2026
3	1/11/2026 – 1/24/2026	1/24/2026	1/30/2026
4	1/25/2026 – 2/7/2026	2/7/2026	2/13/2026
5	2/8/2026 – 2/21/2026	2/21/2026	2/27/2026
6	2/22/2026 – 3/7/2026	3/7/2026	3/13/2026
7	3/8/2026 – 3/21/2026	3/21/2026	3/27/2026
8	3/22/2026 – 4/4/2026	4/4/2026	4/10/2026
9	4/5/2026 – 4/18/2026	4/18/2026	4/24/2026
10	4/19/2026 – 5/2/2026	5/2/2026	5/8/2026
11	5/3/2026 – 5/16/2026	5/16/2026	5/22/2026
12	5/17/2026 – 5/30/2026	5/30/2026	6/5/2026
13	5/31/2026 – 6/13/2026	6/13/2026	6/19/2026
14	6/14/2026 – 6/27/2026	6/27/2026	7/3/2026
15	6/28/2026 – 7/11/2026	7/11/2026	7/17/2026
16	7/12/2026 – 7/25/2026	7/25/2026	7/31/2026
17	7/26/2026 – 8/8/2026	8/8/2026	8/14/2026
18	8/9/2026 – 8/22/2026	8/22/2026	8/28/2026
19	8/23/2026 – 9/5/2026	9/5/2026	9/11/2026
20	9/6/2026 – 9/19/2026	9/19/2026	9/25/2026
21	9/20/2026 – 10/3/2026	10/3/2026	10/9/2026
22	10/4/2026 – 10/17/2026	10/17/2026	10/23/2026
23	10/18/2026 – 10/31/2026	10/31/2026	11/6/2026
24	11/1/2026 – 11/14/2026	11/14/2026	11/20/2026
25	11/15/2026 – 11/28/2026	11/28/2026	12/4/2026
26	11/29/2026 – 12/12/2026	12/12/2026	12/18/2026

Reminder: Time cards and time entry for all employees must be submitted to Payroll by no later than **12:00 p.m. on the Friday before the cut-off dates**. If an employee has Saturday hours or on-call time, those are due by no later than 8:00 a.m. on the following Monday.

***Some variation may be required for holiday weeks. Specific instructions will be sent if applicable.**