

LATE DECEMBER TERM AFTER DECEMBER RUN 1

After December Run 1 has processed, you are notified of an employee resignation in December.
 Their pay has already been produced with January's date.

NOTE: This chart presumes you have been notified of the resignation in time to meet the noon manual check deadline on 12/31. If it is after that time, the employee will be paid in the new year so no further action is required.

