2016 calendar

Quarter 1

January 2016

#	S	M	T	W	T	F	S
1	27	28	29	30	31	1	2
2	3	4	5	6	7	8	9
3	10	11	12	13	14	15	16
4	17	18	19	20	21	22	23
5	24	25	26	27	28	29	30
6	31	1	2	3	4	5	6

February 2016

#	S	M	T	W	T	F	S
6	31	1	2	3	4	5	6
7	7	8	9	10	11	12	13
8	14	15	16	17	18	19	20
9	21	22	23	24	25	26	27
10	28	29	1	2	3	4	5
11	6	7	8	9	10	11	12

March 2016

#	S	M	T	W	T	F	S
10	28	29	1	2	3	4	5
11	6	7	8	9	10	11	12
12	13	14	15	16	17	18	19
13	20	21	22	23	24	25	26
14	27	28	29	30	31	1	2
15	3	4	5	6	7	8	9

Quarter 2

April 2016

#	S	M	T	W	T	F	S
14	27	28	29	30	31	1	2
15	3	4	5	6	7	8	9
16	10	11	12	13	14	15	16
17	17	18	19	20	21	22	23
18	24	25	26	27	28	29	30
19	1	2	3	4	5	6	7

May 2016

#	S	M	T	W	T	F	S
19	1	2	3	4	5	6	7
20	8	9	10	11	12	13	14
21	15	16	17	18	19	20	21
22	22	23	24	25	26	27	28
23	29	30	31	1	2	3	4
24	5	6	7	8	9	10	11

June 2016

#	S	M	T	W	T	F	S
23	29	30	31	1	2	3	4
24	5	6	7	8	9	10	11
25	12	13	14	15	16	17	18
26	19	20	21	22	23	24	25
27	26	27	28	29	30	1	2
28	3	4	5	6	7	8	9

■ Sage Payroll Services closed

■ Sage Payroll Services open, Federal Banking holiday

■ Key dates

■ Sage Payroll Services closed, banks open

2016 calendar

January 1st
Closed–New Year's Day

January 18th
Open–Martin Luther King day, bank holiday

January 31st
All W-2s and 1099s due to employees

4th quarter returns & annual returns due

February 15th
Open–President's Day, bank holiday

March 31st
Quarter 1 ends

April 30th
Quarter 1 returns due

May 30th
Closed–Memorial Day

June 30th
Quarter 2 ends

Please note: All payrolls must be submitted by 3 p.m. on that business day for complete processing.

2016 calendar

Quarter 3

July 2016

#	S	M	T	W	T	F	S
27	26	27	28	29	30	1	2
28	3	4	5	6	7	8	9
29	10	11	12	13	14	15	16
30	17	18	19	20	21	22	23
31	24	25	26	27	28	29	30
32	31	1	2	3	4	5	6

August 2016

#	S	M	T	W	T	F	S
32	31	1	2	3	4	5	6
33	7	8	9	10	11	12	13
34	14	15	16	17	18	19	20
35	21	22	23	24	25	26	27
36	28	29	30	31	1	2	3
37	4	5	6	7	8	9	10

September 2016

#	S	M	T	W	T	F	S
36	28	29	30	31	1	2	3
37	4	5	6	7	8	9	10
38	11	12	13	14	15	16	17
39	18	19	20	21	22	23	24
40	25	26	27	28	29	30	1
41	2	3	4	5	6	7	8

Quarter 4

October 2016

#	S	M	T	W	T	F	S
40	25	26	27	28	29	30	1
41	2	3	4	5	6	7	8
42	9	10	11	12	13	14	15
43	16	17	18	19	20	21	22
44	23	24	25	26	27	28	29
45	30	31	1	2	3	4	5

November 2016

#	S	M	T	W	T	F	S
45	30	31	1	2	3	4	5
46	6	7	8	9	10	11	12
47	13	14	15	16	17	18	19
48	20	21	22	23	24	25	26
49	27	28	29	30	1	2	3
50	4	5	6	7	8	9	10

December 2016

#	S	M	T	W	T	F	S
49	27	28	29	30	1	2	3
50	4	5	6	7	8	9	10
51	11	12	13	14	15	16	17
52	18	19	20	21	22	23	24
53	25	26	27	28	29	30	31
	1	2	3	4	5	6	7

Legend:
- ■ Sage Payroll Services closed
- ■ Sage Payroll Services open, Federal Banking holiday
- ■ Key dates
- ■ Sage Payroll Services closed, banks open

2016 calendar

July 4th
Closed–Independence day (observed)

July 31st
Quarter 2 returns due

September 5th
Closed–Labor Day

September 30th
Quarter 3 ends

October 10th
Open–Columbus Day

October 31st
Quarter 3 returns due

November 11th
Open–Veterans Day

November 24th
Closed–Thanksgiving

November 25th
Closed–banks are open

December 26th
Closed–Christmas

December 31st
Quarter 4 ends

Please note: All payrolls must be submitted by 3 p.m. on that business day for complete processing.

For more info, visit: Sage.com
or contact us at 866-996-7243