

## McDonald County Payroll Schedule 2026

Please have your payroll information approved & ready through the Paychex system or submitted to the County Clerk's office

**by 9:00 am on the 21<sup>st</sup>**

*\*Tentative dates subject to change due to holidays*

January	28	July	28
February	27	August	28
March	27	September	28
April	28	October	28
May	28	November	25*
June	26	December	23*

***\*\*November will be issued the day before Thanksgiving Payroll must be submitted by November 17<sup>th</sup> hours October 21<sup>st</sup> through November 20<sup>th</sup>.***

***\*\*December will be scheduled for the 23<sup>rd</sup>, Payroll must be in by December 16<sup>th</sup> for hours November 21<sup>st</sup> through December 20<sup>th</sup>.***

Thanks,

Jessica Cole

REVIEWED  
McDONALD COUNTY COMMISSION

DEC 31 2025

PRESIDING JK  
EASTERN JK  
WESTERN RL

## McDonald County Accounts Payable Schedule 2026

Please have your bills turned  
into the County Clerk's Office **by 9:00am**  
**TWO (2) days before the dates listed below**  
***\*\*\*Holiday closures please have bills turned in by 9am***  
***2 Business days before Scheduled Pay Date \*\*\****

January	14, 28	July	8, 15, 27*
February	11, 18, 25*	August	10,19,26*
March	11, 18, 25*	September	9, 16, 28
April	8, 15, 27*	October	7, 14, 28
May	6, 13, 27*	November	9, 18, 25*
June	8, 17, 24*	December	9, 16, 23*, 30

***Reminder: Credit Card purchases must be made prior to \*November 15<sup>th</sup> to stay in the same budget cycle per credit card statements... Purchases made with credit cards past that November date, will not be available for payment until the next budget year.***

**\*\*All receipts must have fund & account #'s to be processed accurately,**  
**New Vendors must submit a W9 form with our office.**

Thanks

Penny Carr

REVIEWED  
McDONALD COUNTY COMMISSION

DEC 31 2025

PRESIDING RA  
EASTERN JL  
WESTERN RL