

Important Payroll Information

July 2024

website: payroll.jordandistrict.org

email: payroll@jordandistrict.org

Payroll Due: July 2nd **Payday: July 25th**

Direct Deposit Changes: Submit by July 10th

View Your Paycheck: July 20th

DIRECT DEPOSIT IS REQUIRED!

If you do not have direct deposit your check will be held in the Payroll Department at the District Office for pickup

To sign up for or update your direct deposit you can do so via Employee Access: Direct Deposit Instructions

Independence Day July 4th - District Offices Closed

Pioneer Day July 24th - District Offices Closed

True Time Deadlines:

Pay Period 6/3/24-6/30/24

Employee Final Submittal: 7/3/24

First Approval: 7/5/24

Final Approval: 7/9/24