



# 2024 IRIS Payroll Schedule

**Is your timesheet complete?** (\*\*Tip: Use the checklist on the back of your timesheet for verification.)

All timesheets **must** be received by the deadline below. **No exceptions will be made.**

All timesheets **must** be signed and dated either on or after the last day worked by both the Participant-hired Worker (employee) and Participant (employer)/guardian.

All timesheets **must** include the start and end times for each day.

**Timesheet Submission** (Submit timesheets quickly through the portal, [www.premier-fms.com](http://www.premier-fms.com))

**Walk-In:**

10425 W North Ave.  
Suite 345  
Milwaukee, WI 53226

**Mail:**

PO Box 26001  
Milwaukee, WI 53226

**Email:**

[Timesheets@premier-fms.com](mailto:Timesheets@premier-fms.com)

**Web:**

[www.premier-fms.com](http://www.premier-fms.com)

**Fax:**

1-888-210-9660

Pay Period	Pay Period Starts	Pay Period Ends	Timesheets Due	EFT Sent
	Sunday	Saturday	Friday	Friday
P1	12/03/23	12/16/23	12/22/23	01/05/24
P2	12/17/23	12/30/23	01/05/24	01/19/24
P3	12/31/23	01/13/24	01/19/24	02/02/24
P4	01/14/24	01/27/24	02/02/24	02/16/24
P5	01/28/24	02/10/24	02/16/24	03/01/24
P6	02/11/24	02/24/24	03/01/24	03/15/24
P7	02/25/24	03/09/24	03/15/24	03/29/24
P8	03/10/24	03/23/24	03/29/24	04/12/24
P9	03/24/24	04/06/24	04/12/24	04/26/24
P10	04/07/24	04/20/24	04/26/24	05/10/24
P11	04/21/24	05/04/24	05/10/24	05/24/24
P12	05/05/24	05/18/24	05/24/24	06/07/24
P13	05/19/24	06/01/24	06/07/24	06/21/24
P14	06/02/24	06/15/24	06/21/24	07/05/24
P15	06/16/24	06/29/24	07/05/24	07/19/24
P16	06/30/24	07/13/24	07/19/24	08/02/24
P17	07/14/24	07/27/24	08/02/24	08/16/24
P18	07/28/24	08/10/24	08/16/24	08/30/24
P19	08/11/24	08/24/24	08/30/24	09/13/24
P20	08/25/24	09/07/24	09/13/24	09/27/24
P21	09/08/24	09/21/24	09/27/24	10/11/24
P22	09/22/24	10/05/24	10/11/24	10/25/24
P23	10/06/24	10/19/24	10/25/24	11/08/24
P24	10/20/24	11/02/24	11/08/24	11/22/24
P25	11/03/24	11/16/24	11/22/24	12/06/24
P26	11/17/24	11/30/24	12/06/24	12/20/24
P1 2025	12/01/24	12/14/24	12/20/24	01/03/25
P2 2025	12/15/24	12/28/24	01/03/25	01/17/25