

**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 at [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**

[Claims@Premier-FMS.com](mailto:Claims@Premier-FMS.com)

**Portal**

[www.Premier-FMS.com](http://www.Premier-FMS.com)

**Fax**

888.859.6472

Pay Period	Pay Period Starts	Pay Period Ends	Timesheets Due	Checks/EFT Sent
	<b>Sunday</b>	<b>Saturday</b>	<b>Friday</b>	<b>Friday</b>
V1	12/08/24	12/21/24	12/27/24	01/10/25
V2	12/22/24	01/04/25	01/10/25	01/24/25
V3	01/05/25	01/18/25	01/24/25	02/07/25
V4	01/19/25	02/01/25	02/07/25	02/21/25
V5	02/02/25	02/15/25	02/21/25	03/07/25
V6	02/16/25	03/01/25	03/07/25	03/21/25
V7	03/02/25	03/15/25	03/21/25	04/04/25
V8	03/16/25	03/29/25	04/04/25	04/18/25
V9	03/30/25	04/12/25	04/18/25	05/02/25
V10	04/13/25	04/26/25	05/02/25	05/16/25
V11	04/27/25	05/10/25	05/16/25	05/30/25
V12	05/11/25	05/24/25	05/30/25	06/13/25
V13	05/25/25	06/07/25	06/13/25	06/27/25
V14	06/08/25	06/21/25	06/27/25	07/11/25
V15	06/22/25	07/05/25	07/11/25	07/25/25
V16	07/06/25	07/19/25	07/25/25	08/08/25
V17	07/20/25	08/02/25	08/08/25	08/22/25
V18	08/03/25	08/16/25	08/22/25	09/05/25
V19	08/17/25	08/30/25	09/05/25	09/19/25
V20	08/31/25	09/13/25	09/19/25	10/03/25
V21	09/14/25	09/27/25	10/03/25	10/17/25
V22	09/28/25	10/11/25	10/17/25	10/31/25
V23	10/12/25	10/25/25	10/31/25	11/14/25
V24	10/26/25	11/08/25	11/14/25	11/28/25
V25	11/09/25	11/22/25	11/28/25	12/12/25
V26	11/23/25	12/06/25	12/12/25	12/26/25
V1-2026	12/07/25	12/20/25	12/26/25	01/09/26
V2-2026	12/21/25	01/03/26	01/09/26	01/23/26