

Did I complete my timesheet correctly?

- 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 caregiver and Authorized Rep./veteran.
- All timesheets must include the start and end times for each day.

What if I have questions about my timesheets or the pay schedule?

- Contact your **PremierFMS Account Coordinator**.
 - **Phone:** 888.623.3907
 - **Email:** VAHOUSTON@Premier-FMS.com

Timesheet Submission:

To submit your timesheet electronically contact your PremierFMS Account Coordinator.

Mail:

10425 W. North Ave, Suite 345,
Milwaukee, WI 53226

Email:

payrolltimesheets@Premier-FMS.com

Fax:

855.325.4668

| Pay Period | Pay Period Starts | Pay Period Ends | Timesheets Due | Checks/EFT Sent |
|---|-------------------|-----------------|----------------|-----------------|
| P27 2025* | 12/07/25 | 12/20/25 | 12/23/25 | 12/30/25 |
| P1 | 12/21/25 | 12/31/25 | 01/03/26 | 01/13/26 |
| Semi-Monthly Payroll begins here | | | | |
| P2 | 01/01/26 | 01/15/26 | 01/18/26 | 01/26/26 |
| P3 | 01/16/26 | 01/31/26 | 02/03/26 | 02/10/26 |
| P4 | 02/01/26 | 02/15/26 | 02/18/26 | 02/25/26 |
| P5 | 02/16/26 | 02/28/26 | 03/03/26 | 03/10/26 |
| P6 | 03/01/26 | 03/15/26 | 03/18/26 | 03/25/26 |
| P7 | 03/16/26 | 03/31/26 | 04/03/26 | 04/10/26 |
| P8 | 04/01/26 | 04/15/26 | 04/18/26 | 04/24/26 |
| P9 | 04/16/26 | 04/30/26 | 05/03/26 | 05/08/26 |
| P10 | 05/01/26 | 05/15/26 | 05/18/26 | 05/22/26 |
| P11 | 05/16/26 | 05/31/26 | 06/03/26 | 06/10/26 |
| P12 | 06/01/26 | 06/15/26 | 06/18/26 | 06/25/26 |
| P13 | 06/16/26 | 06/30/26 | 07/03/26 | 07/10/26 |
| P14 | 07/01/26 | 07/15/26 | 07/18/26 | 07/24/26 |
| P15 | 07/16/26 | 07/31/26 | 08/03/26 | 08/10/26 |
| P16 | 08/01/26 | 08/15/26 | 08/18/26 | 08/25/26 |
| P17 | 08/16/26 | 08/31/26 | 09/03/26 | 09/10/26 |
| P18 | 09/01/26 | 09/15/26 | 09/18/26 | 09/25/26 |
| P19 | 09/16/26 | 09/30/26 | 10/03/26 | 10/09/26 |
| P20 | 10/01/26 | 10/15/26 | 10/18/26 | 10/23/26 |
| P21 | 10/16/26 | 10/31/26 | 11/03/26 | 11/10/26 |
| P22 | 11/01/26 | 11/15/26 | 11/18/26 | 11/25/26 |
| P23 | 11/16/26 | 11/30/26 | 12/03/26 | 12/10/26 |
| P24 | 12/01/26 | 12/15/26 | 12/18/26 | 12/24/26 |
| P1 2027* | 12/16/26 | 12/31/26 | 01/03/27 | 01/08/27 |