

SEP Resource Solutions

Contractor Payment Schedule Year 2023 Quarter 4

Start Period (Sat)	End Period (Fri)	Invoice Deadline (Monday Midday)	BACs Cleared (Tues)
7 th October 2023	13 th October 2023	16 th October 2023	31 st October 2023
14 th October 2023	20 th October 2023	23 rd October 2023	7 th November 2023
21 st October 2023	27 th October 2023	30 th October 2023	14 th November 2023
28 th October 2023	3 rd November 2023	6 th November 2023	21 st November 2023
4 th November 2023	10 th November 2023	13 th November 2023	28 th November 2023
11 th November 2023	17 th November 2023	20 th November 2023	5 th December 2023
18 th November 2023	24 th November 2023	27 th November 2023	12 th December 2023
25 th November 2023	1 st December 2023	4 th December 2023	19 th December 2023
2 nd December 2023	8 th December 2023	11 th December 2023	26 th December 2023
9 th December 2023	15 th December 2023	18 th December 2023	2 nd January 2024
16 th December 2023	22 nd December 2023	25 th December 2023	9 th January 2024
23 rd December 2023	29 th December 2023	1 st January 2024	16 th January 2024
30 th December 2023	5 th January 2024	8 th January 2024	23 rd January 2024

SEP Resources Solutions operate a bi-weekly payment schedule. Please email your completed timesheets to timesheets@seprs.co.uk every Monday by midday. All timesheets must be approved and signed by the client.

Please note Limited Company and Umbrella Contractors are required to submit an invoice that correlates with each of their timesheet(s). No payment can be made without an invoice and all invoices must be submitted in line with the deadlines noted above. We would appreciate all invoices to have the correct week ending dates, charge rates and units worked.

Please note, the above timelines may vary due to bank holidays, any variations will be communicated to you in advance.

If you have any questions, please contact the office on 0151 245 6565 and we will be happy to help.