

SEP Resource Solutions

Contractor Payment Schedule Year 2023 Quarter 1

Start Period (Sat)	End Period (Fri)	Invoice Deadline (Monday Midday)	BACs Cleared (Tues)
31 st December 2022	6 th January 2023	9 th January 2023	24 th January 2023
7 th January 2023	13 th January 2023	16 th January 2023	31 st January 2023
14 th January 2023	20 th January 2023	23 rd January 2023	7 th February 2023
21 st January 2023	27 th January 2023	30 th January 2023	14 th February 2023
28 th January 2023	3 rd February 2023	6 th February 2023	21 st February 2023
4 th February 2023	10 th February 2023	13 th February 2023	28 th February 2023
11 th February 2023	17 th February 2023	20 th February 2023	7 th March 2023
18 th February 2023	24 th February 2023	27 th February 2023	14 th March 2023
25 th February 2023	3 rd March 2023	6 th March 2023	21 st March 2023
4 th March 2023	10 th March 2023	13 th March 2023	28 th March 2023
11 th March 2023	17 th March 2023	20 th March 2023	4 th April 2023
18 th March 2023	24 th March 2023	27 th March 2023	11 th April 2023
25 th March 2023	31 st March 2023	3 rd April 2023	18 th April 2023

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.