

PAY PERIODS

The payroll period is two weeks. Payday for employees is every other Friday, **whether or not WVLS is open for business**. Compensation will be direct deposited to an employee's chosen bank accounts **.In the event the bank is closed for business on the day of payroll, payroll will be sent the first business day prior to the payroll day. There are NO payroll advances or early payroll for WVLS employees.** To allow sufficient time for preparation of payrolls and paychecks, the paycheck is delayed for one week following the period in which it is earned so that the Friday paycheck covers the work performed during the payroll period ending the previous Saturday.