

PWPLAWT LawTime Calendars - 2025

Leave Period	Payroll	Calendar Days Covered From	Calendar Days Covered To	Employee Submit Deadline	Approver Submit Deadline	Leave Balances Available on the WEB	Vac and Sick Accrual Thru	Payroll Comp Accr & Lv Taken Thru
L4 13	MN 01	11/18/2024	12/15/2024	12/16/2024	12/17/2024	January 25	January	January 12
L4 01	MN 01	12/16/2024	1/12/2025	1/13/2025	1/14/2025	February 25	January	January 12
L4 02	MN 02	1/13/2025	2/9/2025	2/10/2025	2/11/2025	February 25	February	February 9
L4 03	MN 03	2/10/2025	3/9/2025	3/9/2025	3/10/2025	March 25	March	March 9
L4 04	MN 04	3/10/2025	4/6/2025	4/7/2025	4/8/2025	April 25	April	April 6
L4 05	MN 05	4/7/2025	5/4/2025	5/5/2025	5/6/2025	May 25	May	May 4
L4 06	MN 06	5/5/2025	6/1/2025	6/2/2025	6/3/2025	June 25	June	June 1
L4 07	MN 07	6/2/2025	6/29/2025	6/30/2025	7/1/2025	July 25	July	July 29
L4 08	MN 08	6/30/2025	7/27/2025	7/28/2025	7/29/2025	August 25	August	August 27
L4 09	MN 09	7/28/2025	8/24/2025	8/25/2025	8/26/2025	September 25	September	September 24
L4 10	MN 10	8/25/2025	9/21/2025	9/22/2025	9/23/2025	October 25	October	October 21
L4 11	MN 11	9/22/2025	10/19/2025	10/20/2025	10/21/2025	November 25	November	November 19
L4 12	MN 12	10/20/2025	11/16/2025	11/17/2025	11/18/2025	December 25	December	December 16
L4 13	MN 01	11/17/2025	12/14/2025	12/15/2025	12/16/2025	January 25	January	January 14
L4 01	MN 01	12/15/2025	1/11/2026	1/12/2025	1/13/2025	February 25	January	January 11

