2023 Payroll Calendar
May the year to come be filled with joy, peace and thankfulness.
— Your friends at PaycheckCity
**February 2023**

**FEBRUARY 10**  
**DEADLINES TO:**  
* file Form 940 if you deposited your 2022 taxes on time  
* file Form 941 if you deposited your 2022 Q4 taxes on time

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**10**  
**NATIONAL FLANNEL DAY**  
Get the whole office to celebrate this fun winter holiday!

**14**  
**VALENTINE’S DAY**

**20**  
**FEDERAL HOLIDAY**  
**PRESIDENT’S DAY**
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<td><strong>Daylight Savings Time Begins</strong></td>
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<td><strong>First Day of Spring</strong></td>
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<td><strong>National Mom &amp; Pop Business Owners Day</strong></td>
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<td><strong>End of Q1</strong></td>
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**Women's History Month**
EXTENDED DUE DATES:
If you deposited all taxes you're required to report on Form 941 you may file the return by the 10th of next month.

1
DEADLINE TO:
• file Form 720 for Q1 of 2023
• file Form 941 for Q1 of 2023

10
NATIONAL SMALL BUSINESS DAY
DEADLINE TO:
• file Form 941 if you deposited your 2023 Q1 taxes on time

29
FEDERAL HOLIDAY
Memorial Day
<table>
<thead>
<tr>
<th>June 1, 2023</th>
<th>National Doughnut Day</th>
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<tr>
<td>June 7, 2023</td>
<td>Flag Day</td>
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<td>June 18, 2023</td>
<td>Father's Day</td>
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<td>June 19, 2023</td>
<td>Federal Holiday Juneteenth</td>
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<td>June 21, 2023</td>
<td>First Day of Summer</td>
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<td>June 23, 2023</td>
<td>Take Your Dog to Work Day</td>
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<td>June 30, 2023</td>
<td>End of Q2</td>
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</table>
**July 2023**

- **1**
  - BEGINNING OF Q3

- **2**
- **3**
- **4**
  - FEDERAL HOLIDAY
  - INDEPENDENCE DAY
- **5**
- **6**
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- **13**
  - GRUNTLED WORKERS DAY
  - Celebrate this holiday by spreading positivity around the office with colleagues!

- **14**
- **15**

- **16**
- **17**
  - WORLD EMOJI DAY!
  - 🍻😊❤️

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  - WORLD NATURE CONSERVATION DAY!

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- **30**

- **31**
  - DEADLINES TO:
    - file Form 720 for Q2 of 2023
    - file Form 941 for Q2 of 2023
August 2023

**SUNDAY**

**MONDAY**

**TUESDAY**

**WEDNESDAY**

**THURSDAY**

**FRIDAY**

**SATURDAY**

1. **DOGUST 1ST**
   Universal Birthday for Shelter Dogs

2.  

3.  

4. **NATIONAL CHOCOLATE CHIP COOKIE DAY!**

5.  

6.  

7.  

8. **NATIONAL DOLLAR DAY**
   Today marks the day the U.S. monetary system was established in 1786!

9.  

10. **DEADLINE TO:**
    - file Form 941 if you deposited your 2023 Q2 taxes on time

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16. **NATIONAL TELL A JOKE DAY!**

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24. **NATIONAL WAFFLE DAY**

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28. **CRACKERS OVER THE KEYBOARD DAY**

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A whimsical calendar page with various holidays and reminders.
September

1. College Colors Day!
Wear your favorite college colors!

4. Federal Holiday
Labor Day

September 4 – 8
National Payroll Week
Tune in to PaycheckCity.com and nationalpayrollweek.com to join in on the fun!

10. Grandparent’s Day

13. Programmers Day!
Today at Symmetry, we’re celebrating our amazing programmers on the 256th day of the year!

20. National IT Professionals Day!
Show appreciation for the ones that keep our computers functioning efficiently!

23. First Day of Fall

30. End of Q3
**October 2023**

**1**
Beginning of Q4

**2**

**3**

**4**
**Improve Your Office Day!**
Spend time making your workspace more enjoyable!

**5**

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**8**
**Federal Holiday**
Columbus Day (Indigenous Peoples' Day)

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**16**
**National Boss's Day**

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**18**
**Final Deadline:**
- To submit individual tax returns if an extension was requested

**19**

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**National Pumpkin Day!**
Make sure you have your pumpkin in preparation for Halloween!

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**Halloween Deadlines To:**
- file Form 720 for Q3 of 2023
- file Form 941 for Q3 of 2023

**Extended Due Dates:**
If you deposited all taxes you're required to report on Form 941, you may file the return by the 10th of next month.

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National Cyber Security Awareness Month
**REMIND EMPLOYEES:** To file a new Form W-4 if they had any personal or financial changes throughout the year.

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<td><strong>BE THE IMPACT DAY!</strong>&lt;br&gt;Today is an opportunity for you to make an impact!</td>
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<td><strong>FEDERAL HOLIDAY</strong>&lt;br&gt;<strong>VETERAN’S DAY (OBSERVED)</strong>&lt;br&gt;DEADLINE TO:&lt;br&gt;• file Form 941 if you deposited your 2023 Q3 taxes on time</td>
<td><strong>FEDERAL HOLIDAY</strong>&lt;br&gt;VETERAN’S DAY</td>
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<td><strong>FEDERAL HOLIDAY</strong>&lt;br&gt;Thanksgiving Day</td>
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<td><strong>BLACK FRIDAY</strong></td>
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**10/31**

**CYBER MONDAY**

**11/22**

**GIVING TUESDAY**