

PAYROLL

8.4.4.1 **Pay Periods**

All employees who are entitled to a salary or wages will be paid bi-weekly on Friday. If the regular payday occurs on a recognized legal holiday observed by the City of Elmhurst, all employees will be paid on the preceding Thursday.

8.4.4.2 **Payroll Deductions**

Automatic payroll deductions shall be made as required by law and as authorized by the employee.