



If you work a company paid public holiday and worked on the weekend (Monday being the holiday in this example).

HOURS	MON	TUES	WED	THURS	FRI	SAT	SUN	SUB-TOTAL
REGULAR		8	8	8	8	10	2	44
OVERTIME	8						2	10
HOLIDAY	H							H
VACATION								

If you did not work a company paid public holiday and worked on the weekend (Monday being the holiday in this example).

HOURS	MON	TUES	WED	THURS	FRI	SAT	SUN	SUB-TOTAL
REGULAR		8	8	8	8	10	2	44
OVERTIME							2	2
HOLIDAY	H							H
VACATION								

MEDA field employees follow the payroll policy of the client they are assigned to. The payroll rules may be slightly different then the examples shown above. Please ensure you review all payroll rules with your Account Manager prior to beginning your assignment

MEDA pays employees through direct deposit, therefor it is mandatory that we receive all timesheets no later than 12:00 noon EVERY Monday. This will ensure that payroll is completed accurately and on time. Pay may be delayed a full pay period should submission of timesheets be unreasonably delayed.