

KRONOS OVERTIME & HOLIDAY COMPENSATION ELECTION FORM

PAYROLL YEAR 2023

"I elect to be **PAID** directly on my paycheck for the overtime and holidays worked in the following pay period(s)"

- Mark the pay period(s) you are electing to be paid directly on your paycheck for in 2023
- You may elect one at a time or make an election for several pay periods
- If no election form is received in your Human Resources Office prior to the end of the pay period, any overtime and holiday earned that pay period will be put on the books as comp time.
- The election(s) made below will replace any and all previously submitted election forms.

Election	Pay Periods			PAYDAY	Holidays
	B 01	Dec-19	--- Jan-01	Jan-11	Christmas - 12/26/2022 & New Years - 1/2/2023
	B 02	Jan-02	--- Jan-15	Jan-25	
	B 03	Jan-16	--- Jan-29	Feb-08	1/16/2023- Martin Luther King Jr Day
	B 04	Jan-30	--- Feb-12	Feb-22	
	B 05	Feb-13	--- Feb-26	Mar-08	2/20/2023 – President's Day
	B 06	Feb-27	--- Mar-12	Mar-22	
	B 07	Mar-13	--- Mar-26	Apr-05	
	B 08	Mar-27	--- Apr-09	Apr-19	
	B 09	Apr-10	--- Apr-23	May-03	
	B 10	Apr-24	--- May-07	May-17	04/28/2023 – Arbor Day
	B 11	May-08	--- May-21	May-31	Deduction Free Pay Period
	B 12	May-22	--- Jun-04	Jun-14	05/29/2023 - Memorial Day
	B 13	Jun-05	--- Jun-18	Jun-28	
	B 14	Jun-19	--- Jul-02	Jul-12	06/19/2023 - Juneteenth
	B 15	Jul-03	--- Jul-16	Jul-26	07/04/2023 – Independence Day
	B 16	Jul-17	--- Jul-30	Aug-09	
	B 17	Jul-31	--- Aug-13	Aug-23	
	B 18	Aug-14	--- Aug-27	Sep-06	
	B 19	Aug-28	--- Sep-10	Sep-20	09/04/2023 – Labor Day
	B 20	Sep-11	--- Sep-24	Oct-04	
	B 21	Sep-25	--- Oct-08	Oct-18	
	B 22	Oct-09	--- Oct-22	Nov-01	10/09/2023 - Columbus Day
	B 23	Oct-23	--- Nov-05	Nov-15	
	B 24	Nov-06	--- Nov-19	Nov-29	11/10/2023 – Veteran's Day Deduction Free Pay Period
	B 25	Nov-20	--- Dec-03	Dec-13	11/23/2023 & 11/24/2023 – Thanksgiving Holiday
	B 26	Dec-04	--- Dec-17	Dec-27	

**Weekend Holidays - When a holiday falls on the first day of an employee's weekend, it shall be observed on the preceding day. When a holiday falls on the second day of an employee's weekend, it shall be observed on the following day.

Employee Name (Please Print First and Last Name)

Employee Signature

Date

***** **THIS FORM REPLACES ALL PREVIOUS FORMS** *****

<i>For HR use only</i>
Date Form Received