

## Below are the OPENING HOURS for the Christmas period 2025.

We will be open for business as usual up until & including Tuesday 23<sup>rd</sup> December.

Our working hours are 08:30 to 17:00.

After that our working times will be as follows:

Day/Date	Open	Closed
Wednesday 24 <sup>th</sup> Dec 2025 (Christmas Eve)	08:30	13:30
Thursday 25 <sup>th</sup> Dec 2025 (Christmas Day)	CLOSED	
Friday 26 <sup>th</sup> Dec 2025 (Boxing Day)	CLOSED	
Weekend Saturday 27 <sup>th</sup> & Sunday 28 <sup>th</sup> 2025	CLOSED	
Monday 29 <sup>th</sup> Dec 2025	08:30	15:30
Tuesday 30 <sup>th</sup> Dec 2025	08:30	15:30
Wednesday 31st Dec 2025 (New Years Eve)	08:30	13.30
Thursday 1 <sup>st</sup> Jan 2026 (New Years Day)	CLOSED	
Friday 2 <sup>nd</sup> Jan 2026	CLOSED	
Weekend Saturday 3 <sup>rd</sup> & Sunday 4 <sup>th</sup> Jan 2026	CLOSED	
Monday 5 <sup>th</sup> Jan 2026	Back to NORMAL hours 08:30 to 17:00	

Even on days when we are closed you can still e-mail or telephone & leave a message! We will respond when we are next open.

E-mail: payroll@pay-partners.co.uk Phone 0161 667 3650 (leave a message)

Whilst December 2025 marks the end of the calendar year, the financial year still has another 3 months to run. Payroll processing calendars for Tax Year 26-27 will be distributed in March 2026

And finally, we thank you for your continued support during 2025 and send you our very best wishes for the end of year holidays.

## The PayPartners Team