

2024 HR CALENDAR



Federal Holidays: ●

Important Dates and Deadlines: *

HR Conferences: ●

01 | January 2024

M	T	W	T	F	S	S
1*	2	3	4	5	6	7
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29	30	31*				

Federal Holidays:

JANUARY 1: New Year's Day

JANUARY 15: Martin Luther King Jr. Day

Important Dates and Deadlines:

JANUARY 1: Coverage begins for 2024 health insurance plans for individuals through the Marketplace.

JANUARY 31:

- Deadline to file Form 941 reporting on Q4 of 2024.
- Deadline for employers to furnish Form W-2 to employees and Form 1099 to contractors, vendors, etc., for work performed in 2023.
- Deadline to file Forms W-2, W-3, 8027, 1099, and 1096 to the appropriate agencies.
- Deadline to furnish employees with Form 1095-C.
- Deadline to deposit the Federal Unemployment Tax Rate (FUTA) if owed.
- Deadline to file Form 945 to report any non-payroll federal income tax withheld.

HR Conferences:

HR Vision: New York, NY: January 17 – 18

Talent Acquisition Week: San Diego, CA: January 29 – February 1

02 | February 2024

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Federal Holidays:

FEBRUARY 19: Presidents' Day

Important Dates and Deadlines:

FEBRUARY 1: OSHA 300 Log (Forms 300 and 300A) must be posted in all non-exempt workplaces from February 1 – April 30.

FEBRUARY 15: Deadline for exempt employees to provide an updated W-4 form to employer.

FEBRUARY 28:

- Deadline to file Forms 1094-C and 1095-C by paper.
- Deadline to file Forms 1099 and 1096 by paper.

HR Conferences:

2024 IFA Annual Convention: Phoenix, AZ: February 17 – 20

HR Technology Virtual Conference and Expo: Online Event: February 27 – 29

ADP Meeting of the Minds: San Diego, CA: February 28 – March 2

03 | March 2024

M	T	W	T	F	S	S
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Federal Holidays:

MARCH 1: National Employee Appreciation Day

Important Dates and Deadlines:

MARCH 1: Forms W-4 claiming exemption from withholding for the previous year expire. Deadline to furnish employees with Form 1095-C.

MARCH 2: Deadline for establishments with 250+ employees in industries covered by the OSHA record keeping regulation to submit information from all 2023 forms: 300A, 300, and 301.

MARCH 15: S Corp and partnership tax returns due.

MARCH 31: End of Q1, calendar year.

HR Conferences:

Inspire HR West: Oakland, CA: March 5 – 6

HR TRANSFORM: Las Vegas, NV: March 11 – 13

CHRO Summit: Orlando, FL: March 13 – 15

Small Business Expo:

- Miami, FL: March 14
- Orlando, FL: March 21

2024 Multi-Unit Franchising Conference: Las Vegas: March 19 – 22

2024 HR CALENDAR



Federal Holidays: ●

Important Dates and Deadlines: *

HR Conferences: ●

04 | April 2024

M	T	W	T	F	S	S
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Federal Holidays:

Important Dates and Deadlines:

APRIL 1:

- Deadline to file Forms 1094-C and 1095-C electronically.
- Deadline to file Forms 1099 and 1096 electronically.

APRIL 15: Deadline to submit individual tax returns.

APRIL 30: Deadline to file Form 941, employer's quarterly tax return.

HR Conferences:

SMALL BUSINESS EXPO:

- Washington, D.C.: April 4
- Philadelphia, PA: April 17

SHRM Talent Conference & Expo: Las Vegas, NV: April 14 – 17

Workhuman Conference 2024: Austin, TX: April 15 – 18

05 | May 2024

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Federal Holidays:

MAY 27: Memorial Day

Important Dates and Deadlines:

HR Conferences:

Human Capital Institute (HCI) Conference: Denver, CO: May 1 – 3

UNLEASH America: Las Vegas, NV: May 7 – 9

Small Business Expo:

- New York City, NY: May 2
- Boston, MA: May 8

UNLEASH America: Las Vegas, NV: May 7 – 9

Tri-State SHRM: Uncasville, CT: May 13 – 15

ERE Recruiting Conference: Austin, TX: May 14 – 16

ATD 2024 Conference: New Orleans, LA: May 19 – 22

06 | June 2024

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Federal Holidays:

JUNE 19: Juneteenth

Important Dates and Deadlines:

JUNE 30: End of Q2, calendar year.

HR Conferences:

Future of Work 2024: New York, NY: June 3 – 4

TA Tech North America: Washington, D.C.: June 4 – 6

Small Business Expo: Chicago, IL: June 13

SHRM Annual Conference and Expo 2024: Chicago, IL: June 23 – 26

2024 HR CALENDAR



Federal Holiday



Important Dates and Deadlines:



HR Conferences:



07 | July 2024

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Federal Holidays:

JULY 4: Independence Day

Important Dates and Deadlines:

JULY 31: Deadline to file Form 941, employer's quarterly tax return.

08 | August 2024

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09 | September 2024

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Federal Holidays:

SEPTEMBER 2: Labor Day

Important Dates and Deadlines:

SEPTEMBER 3 - SEPTEMBER 7: National Payroll Week

SEPTEMBER 30: End of Q3, calendar year.

HR Conferences:

Small Business Expo:

- Los Angeles, CA: September 5
- San Diego, CA: September 20
- Phoenix, AZ: September 25

Oracle CloudWorld: Las Vegas, NV: September 9 – 12

Workday Rising : Las Vegas, NV: September 16 – 19

HR TECH: Las Vegas, NV: September 24 – 27

2024 HR CALENDAR



Federal Holidays:

Important Dates and Deadlines:

HR Conferences:

10 | October 2024

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Federal Holidays:

OCTOBER 14: Columbus Day and Indigenous Peoples' Day

Important Dates and Deadlines:

OCTOBER 15: Individual tax return deadline for those who filed for an extension.

OCTOBER 31: Deadline to file Form 941, employer's quarterly tax return.

HR Conferences:

RECFEST: Nashville: October 2024

Gartner Reimagine HR Conference: Orlando, FL: October 28 – 30

LinkedIn Talent Connect: Phoenix, AZ: October 28

Small Business Expo:

- San Francisco / Bay Area, CA: October 10

- Houston, TX: October 30

11 | November 2024

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Federal Holidays:

NOVEMBER 11: Veterans Day

NOVEMBER 28: Thanksgiving Day

Important Dates and Deadlines:

NOVEMBER 1: Enrollment begins for 2025 health insurance plans for individuals through the Marketplace.

BEFORE DECEMBER 1: Remind employees to submit a new Form W-4 if withholding allowances have changed or will change in the next year (i.e., change in marital status).

HR Conferences:

TechRecruit: San Francisco, CA: Nov. 6 – 7

UKG Aspire: Las Vegas, CA: November 12 – 14

Small Business Expo:

- Austin, TX: November 14

- Dallas / Fort Worth, TX: November 20

12 | December 2024

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Federal Holidays:

DECEMBER 25: Christmas Day

Important Dates and Deadlines:

DECEMBER 15: Open enrollment period ends for 2025 health insurance plans for individuals through the Marketplace.