

2012 Holiday Schedule

Memorial Day	Monday, May 28 th
Independence Day	Wednesday, July 4 th
Labor Day	Monday, September 3 rd
Thanksgiving	Thursday, November 22 nd
Christmas Eve	Monday, December 24 th
Christmas Day	Tuesday, December 25 th
New Year's Day	Tuesday, January 1 st

2012 Four-Day Work Week Schedule

Friday, April 6th
*Friday, May 25th
Friday, June 8th
Friday, July 6th

Friday, July 20th
Friday, August 10th
*Friday, August 31st

Please Note: The dates marked with an asterisk (*); 05/25/12 and 08/31/12 are the Fridays before Memorial Day and Labor Day. This will allow you two, four-day weekends.

Many departments are scheduled to work on the Four-Day Work Week dates and some Holiday dates (*as indicated above in red*), please confirm your Four-Day Work Week and Holiday schedule with your Department Manager. If your Four-Day work weeks are moved to a different week, you must use them between April 15, 2012 and October 15, 2012. If it is not used within this timeframe, the unused Four-Day time will be lost.