

MEMO

12/20/2019

To: All Employees

From : Bryan Naranjo

RE 2020 Holiday Schedule

The following holidays will be observed as paid holidays in 2020. Please do not hesitate to contact the Human Resources department with any questions or concerns.

Holiday	Date	Observed
New Years Day	Wednesday, January 1, 2020	Wednesday, January 1, 2020
Memorial Day	Monday, May 25, 2020	Monday, May 25, 2020
Independence Day	Saturday, July 4, 2020	Friday, July 3, 2020
Labor Day	Monday, September 7, 2020	Monday, September 7, 2020
Thanksgiving Day	Thursday, November 26, 2020	Thursday, November 26, 2020
*Day after Thanksgiving	Friday, November 27, 2020	Friday, November 27, 2020
Day before Christmas	Thursday, December 24, 2020	Thursday, December 24, 2020
Christmas Day	Friday, December 25, 2020	Friday, December 25, 2020

*=Floating Holiday