

HOLIDAY SCHEDULE 2019
Herriman & Associates, Inc.

<u>HOLIDAY</u>	<u>OFFICE CLOSED</u>	<u>OFFICE RE-OPENS</u>
New Year's Day	Tuesday January 1, 2019	Tuesday January 2, 2019
M. L. King, Jr. Day <i>DISCRETIONARY</i>	Monday January 21 NOTE: The office may be closed to non-associates on Monday; office staff may be required to participate in training & organizational activities. CAMs may wish to advise BODs in advance.	Tuesday January 22
Presidents Day <i>DISCRETIONARY</i>	Monday February 18 NOTE: The office may be closed to non-associates on Monday; office staff may be required to participate in organizational activities. CAMs may wish to advise BODs in advance.	Tuesday February 19
Memorial Day	Monday, May 27	Tuesday, May 28
Independence Day	Thursday, July 4 & 5	Monday, July 8
Labor Day	Friday & Monday August 30 & September 2 NOTE: Friday is an optional PTO day; the office will be closed; staff may work if so desired. Notify your manager in advance. CAMs may wish to advise BODs in advance.	Tuesday September 3
Thanksgiving Day	Thursday & Friday November 28 & 29 CAMs may wish to advise BODs in advance.	Monday December 2
Christmas Eve	Tuesday December 24 – Close at 2:00 p.m.	
Christmas Day	Wednesday December 25 - Closed	Thursday December 26
New Year's Eve	Tuesday December 31 – Close at 3:00 p.m.	
New Year's Day	Wednesday January 1 - Closed	Thursday January 2, 2020