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MEMORANDUM TO HEADQUARTERS/P STREET STAFF

FROM: Matthew P. Scott, President

DATE: November 24, 2014

SUBJECT: 2015 Holidays for Headquarters/P Street

Following are the holidays for 2015:

Thursday, January 1	New Year's Day
Monday, January 19	Martin Luther King, Jr., Day
Monday, February 16	President's Day
Monday, May 25	Memorial Day
Friday, July 3*	Independence Day
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Wednesday, November 11	Veterans Day
Thursday, Friday, November 26- 27	Thanksgiving Holiday
Thursday, December 24 - Friday, January 1 (Office reopens Monday, January 4, 2016)	Winter Break

*When a federal holiday falls on a Saturday, it is observed on the preceding Friday and when the holiday falls on a Sunday, it observed on the following Monday.

cc: Cady Canapp