



## **2019 HOLIDAY CLOSINGS**

The Housing Authority of Newport will be closed for business on the following holidays:

<b>New Year's Day</b>	<b>Tuesday, January 1<sup>st</sup></b>
<b>Martin Luther King Day</b>	<b>Monday, January 21<sup>st</sup></b>
<b>President's Day</b>	<b>Monday, February 18<sup>th</sup></b>
<b>Memorial Day</b>	<b>Monday, May 27<sup>th</sup></b>
<b>Independence Day</b>	<b>Thursday, July 4<sup>th</sup></b>
<b>Victory Day</b>	<b>Monday, August 12<sup>th</sup></b>
<b>Labor Day</b>	<b>Monday, September 2<sup>nd</sup></b>
<b>Columbus Day</b>	<b>Monday, October 14<sup>th</sup></b>
<b>Veterans Day</b>	<b>Monday, November 11<sup>th</sup></b>
<b>Thanksgiving Day</b>	<b>Thursday, November 28<sup>th</sup></b>
<b>Day after Thanksgiving</b>	<b>Friday, November 29<sup>th</sup></b>
<b>Christmas Day</b>	<b>Wednesday, December 25<sup>th</sup></b>

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Please be reminded that all employees must work their full scheduled shift the day before and the day after the holiday in order to be paid for the holidays observed as listed above unless the time off has been requested and pre-approved through the ADP system or in cases of proven illness or injury.

Distribution:

All Employees  
Board of Commissioners