

MEMORANDUM

TO: All Employees
FROM: Terri MacLean
DATE: November 13, 2024
SUBJECT: 2025 Holiday Schedule

The Company's schedule of holidays for the Year 2025 is as follows:

<u>Holiday</u>	<u>Date</u>
New Year's Day	Wednesday, January 1
Martin Luther King's Birthday	Monday, January 20
<u>President's Day (optional+)</u>	Monday, February 17
<u>Good Friday (CT only+)</u>	Friday, April 18
<u>Patriots Day (MA only+)</u>	Monday, April 21
Memorial Day	Monday, May 26
Juneteenth	Thursday, June 19
Independence Day	Friday, July 4
<u>Victory Day (RI only+)</u>	Monday, August 11
Labor Day	Monday, September 1
Columbus Day	Monday, October 13
Veteran's Day	Tuesday, November 11
Thanksgiving Day	Thursday, November 27
Special Closing++	Friday, November 28
Christmas	Thursday, December 25

The first holiday (New Year's) for 2026 falls on Thursday, January 1, 2026.

+Employees should take the State holiday for the state in which they work or replace the state holiday with President's Day.

++Employees covering site may take an alternate day.

All eligible employees will be paid for a total of 12 Holidays in calendar year 2025.