

HAMPTON VA

August 10, 2018

MEMORANDUM

TO: All Departments
FROM: Nicole M. Clark, Director of Human Resources
SUBJECT: **2019 Holiday Schedule**

The following listed holidays will be observed by the City of Hampton employees in the calendar year 2019:

<u>Holidays</u>	<u>Dates City Offices Closed</u>
New Year's Day	Tuesday, January 1, 2019
Martin Luther King, Jr. Day	Monday, January 21, 2019
Presidents' Day	Monday, February 18, 2019
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019
Veterans Day	Monday, November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Christmas Day	Wednesday, December 25, 2019
Employee's Birthday	May be taken on another regular work day during the 2019 calendar year during or after the employee's birth month with management approval

Personnel designated by their Department Heads who work in operations which must be continuously maintained regardless of holidays, shall observe the actual legal holidays for pay purposes.