



# City of Aztec 2019 Holiday Closures

Holiday	Date	Day	City	MVD	Senior Center
New Year's Day	Jan 1, 2019	Tuesday	Closed	Closed	Closed
Martin Luther King Jr.	Jan 21, 2019	Monday	-	Closed	-
President's Day	Feb 18, 2019	Monday	-	-	Closed
Easter	April 21, 2019	Sunday	Closed	Closed	Closed
Memorial Day	May 27, 2019	Monday	Closed	Closed	Closed
Independence Day	July 4, 2019	Thursday	Closed	Closed	Closed
Labor Day	Sept 2, 2019	Monday	Closed	Closed	Closed
Columbus Day	Oct 14, 2019	Monday	-	Closed	-
Veteran's Day	Nov 11, 2019	Monday	-	Closed	-
Thanksgiving	Nov 27, 2019	Wednesday	½ day Closed	½ day Closed	½ day Closed
	Nov 28, 2019	Thursday	Closed	Closed	Closed
	Nov 29, 2019	Friday	Closed	Closed	Closed
Christmas	Dec 24, 2019	Tuesday	½ day Closed	½ day Closed	Closed
	Dec 25, 2019	Wednesday	Closed	Closed	Closed

Note:

  Officially recognized City holiday per Personnel Policy.

  City to be closed ½ day.

City Offices are closed Friday – Sunday.

MVD is closed Friday – Sunday.

Library is closed on Sundays.

Filling Out Timesheet

- Hours entered for a holiday should be entered with a *Holiday* code and a leave request is not required.
- Any time taken off by the employee that is not a City recognized holiday on the above list should be entered as *Vacation, Personal Day, or Professional Leave* and a leave request is required.