



## Memorandum

**To:** Executive Vice Presidents, Senior Vice Presidents, Vice Presidents, Controllers, General Managers, Greenville Office, Human Resources

**From:** David M. Winarski, Head of HR Operations – North America

**Date:** December 27, 2023

**Re:** 2024 United States Holiday Schedule

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During calendar year 2024, Greenville, Stamford, regional and support offices will be closed for the following paid holidays:

<b>Martin Luther King, Jr. Day</b>	<b>Monday, January 15</b>
<b>Presidents' Day *</b>	<b>Monday, February 19</b>
<b>Memorial Day</b>	<b>Monday, May 27</b>
<b>Juneteenth *</b>	<b>Wednesday, June 19</b>
<b>Independence Day</b>	<b>Thursday, July 4</b>
<b>Labor Day</b>	<b>Monday, September 2</b>
<b>Thanksgiving</b>	<b>Thursday, November 28</b>
<b>Day After Thanksgiving</b>	<b>Friday, November 29</b>
<b>Christmas Eve</b>	<b>Tuesday, December 24</b>
<b>Christmas Day</b>	<b>Wednesday, December 25</b>
<b>New Year's Day 2025</b>	<b>Wednesday, January 1, 2025</b>

\* You can choose one of two floating holidays: Presidents' Day or Juneteenth. Your choice must take into consideration business needs of your unit or department and is subject to your manager's approval.

**Please note:** Each General Manager should determine the recognized holidays for his or her unit within the corporate-set maximum of Ten (10) annual holidays and secure the applicable Vice President's approval before distribution.