

The PROES Business Group Structure for paid holidays

Memorial Day

Monday - Memorial Day

Independence Day

**July 4th (if it's a
Thursday, then
Friday also)**

Labor Day

Monday - Labor Day

Thanksgiving

**Thursday - Thanksgiving
Day + Friday**

Christmas

**Christmas Day + day(s) to
be determined**

New Years

**January 1st (if it's
a Thursday, then
Friday also)**

- **Additional days may be granted due to circumstances or insurance company schedules.**
- **No leaving early on days before holidays. You may take a whole day off of vacation time.**