

# **INTEROFFICE MEMORANDUM**

**TO:** ALL EMPLOYEES  
**FROM:** Joy Wright, Human Resources Representative  
**DATE:** October 6, 2015  
**SUBJECT:** 2016 HOLIDAY SCHEDULE

Please find below the Holidays that will be observed by the City of Goldsboro employees during 2016.

**PLEASE POST THIS 2016 HOLIDAY SCHEDULE**

<b>Holiday</b>	<b>Date Observed</b>	<b>Day Observed</b>
New Year's Day	January 1, 2016	Friday
Martin Luther King Jr.'s Birthday	January 18, 2016	Monday
Easter Friday	March 25, 2016	Friday
Memorial Day	May 30, 2016	Monday
Independence Day	July 4, 2016	Monday
Labor Day	September 5, 2016	Monday
Veterans Day	November 11, 2016	Friday
Thanksgiving (Thursday & Friday)	November 24-25, 2016	Thursday & Friday
Christmas (Friday and Monday)	December 23 & 26, 2016	Friday & Monday