

January

NAME _____ DEPT # _____

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1 New Year's Day	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 MLK Day	21	22	23	24	25
26	27	28	29	30	31	

WI = Work in Office WO = Work Offsite (please state location) S = Sick All Day V = Vacation All Day P = Personal Day B = Bereavement J = Jury Duty

By signing this form, I certify that the information contained in it is true and correct.

Signature

Date

Supervisor Signature

Date

Totals: V _____ S _____ P _____

Supervisors: Submit to Teri Dawn
by the 5th of the next month.

2020

February

NAME _____

DEPT # _____

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
	President's Day				Valentine's Day	
23	24	25	26	27	28	29
			Ash Wednesday			

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March

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<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5	6	7
8 Daylight Savings (Spring Forward)	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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April

NAME _____

DEPT # _____

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3	4
5	6	7	8	9	10	11
Palm Sunday				Holy Thursday	Good Friday	
12	13	14	15	16	17	18
	Easter Monday					
19	20	21	22	23	24	25
26	27	28	29	30		

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May

NAME _____ DEPT # _____

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
Mother's Day						
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	Memorial Day					
31						

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June

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<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
Father's Day						
28	29	30				

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July

NAME _____ DEPT # _____

*Sun**Mon**Tue**Wed**Thu**Fri**Sat*

			1	2	3	4
5	6	7	8	9	10	11 <small>Independence Day</small>
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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August

NAME _____ DEPT # _____

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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September

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<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7 <small>Labor Day</small>	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

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October

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<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2	3
4	5	6	7	8	9	10
11	12 Columbus Day	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31 Halloween

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November

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<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1 End Daylight Savings (Fall Back)	2	3	4	5	6	7
8	9	10	11 Veteran's Day	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26 Thanksgiving	27	28
29	30					

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December

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DEPT # _____

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	Christmas Eve 31	Christmas	
				New Year's Eve		

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