

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 MLK Day	19	20	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.

2021

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
Valentine's Day	President's Day		Ash Wednesday			
21	22	23	24	25	26	27
28						

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March

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
Daylight Savings (Spring Forward)						
21	22	23	24	25	26	27
28	29	30	31			

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April

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

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June

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 Father's Day	21	22	23	24	25	26
27	28	29	30			

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July

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
Independence Day						
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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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 <small>Labor Day</small>	7	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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Date

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October

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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 Columbus Day	12	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	2	3	4	5	6
7 End Daylight Savings (Fall Back)	8	9	10	11 Veteran's Day	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Thanksgiving	26	27
28	29	30				

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December

NAME _____

DEPT # _____

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			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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