



## MEMORANDUM

**TO:** All Career Center and Youth Opportunity Center Operators

**FROM:** Adult Program – Welfare Transition

**DATE:** August 21, 2007

**SUBJECT:** **Holiday Schedule**

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This is to notify you that all Career Centers and Youth Opportunity Centers are to be closed in observance of the holidays listed below:

New Years Day	Columbus Day
Martin Luther King's Birthday	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	Friday after Thanksgiving
Independence Day	Christmas Day
Labor Day	

All Career Center and Youth Opportunity Center operators must adhere to the above schedule. No exceptions.