

2019 PAID HOLIDAY SCHEDULE

To: Corporate Office, Field Education, Field Sales, East Distribution Center, & ULTA Field Team

From: Human Resources

Subject: 2019 Paid Holiday Schedule

Dermalogica provides the following **PAID** holidays:

<u>HOLIDAY</u>	<u>DAY OBSERVED</u>
NEW YEAR'S DAY	Tuesday, January 1
PRESIDENT'S DAY	Monday, February 18
MEMORIAL DAY	Monday, May 27
INDEPENDENCE DAY	Thursday, July 4
DAY AFTER INDEPENDENCE DAY	Friday, July 5
LABOR DAY	Monday, September 2
THANKSGIVING DAY	Thursday, November 28
DAY AFTER THANKSGIVING	Friday, November 29
CHRISTMAS	Wednesday, December 25
THREE (3) FLOATING HOLIDAYS**	(**See below)

NOTES:

- You must obtain approval from your Manager before taking a Floating Holiday and request time off through ADP.
- For the Holidays that fall on a regularly scheduled weekend day, you may take a three-day weekend.
- For Employees who work a Tuesday thru Saturday schedule, you get a three-day weekend by taking the Tuesday following the Monday holiday off.