

2019 PAID HOLIDAY SCHEDULE

To: Flagships and Concept Spaces
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
EASTER	Sunday, April 21
INDEPENDENCE DAY	Thursday, July 4
THANKSGIVING	Thursday, November 28
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 Employees who work a Tuesday thru Saturday schedule, you get a three-day weekend by taking the Tuesday following the Monday holiday off.