



U.S. PROBATION AND PRETRIAL SERVICES

WESTERN DISTRICT OF WASHINGTON

CONNIE M. SMITH
CHIEF

RHONDA M. LANGFORD
DEPUTY CHIEF

January 5, 2016

LM Participants,

Please be advised of the following federal holidays that will require your attention in the upcoming year:

Monday, **January 18, 2016** – Martin Luther King Day

Monday, **February 15, 2016** – President's Day

Monday, **May 30, 2016** – Memorial Day

Monday, **July 4, 2016** – Independence Day

Monday, **September 5, 2016** – Labor Day

Monday, **October 10, 2016** – Columbus Day

Friday, **November 11, 2016** – Veterans Day

Thursday, **November 24, 2016** – Thanksgiving

Monday, **December 26, 2016** – Christmas Day Observed

Monday, **January 2, 2017** – New Years Day Observed

The office is **CLOSED** on the dates noted above. Therefore, **these holidays do not count as business days**. All schedule requests must be submitted with – at least – two business days. You are responsible for this information and for submitting timely schedule requests throughout the year. If there are any changes to the federal holidays (i.e. unprecedented court closure) you will be notified accordingly.

Thank you,

The Location Monitoring Team

US Probation and Pretrial Services