

ANSWER PHOENIX Holiday Greeting Schedule for 2017

Please place an **(X)** by the dates below that your office will be closed for the holiday. We will play your **generic** holiday greeting that states 'you are closed for the holiday' on the day or days you mark. Please note – **NO SPECIAL greetings will be recorded.** Please be assured that once our office has received your form, your holiday greeting will play per your faxed request. We apologize, but new holiday requests or changes to this holiday form must be faxed to us or emailed to changes@answerphoenix.com **no later than 1 week prior to the holiday.**

COMPANY NAME: _____ **(REQUIRED)**

Martin Luther King Day

_____ Monday, Jan. 16

Presidents' Day

_____ Monday, Feb. 20

Easter

_____ Good Friday, Apr 14

_____ Easter Sunday, Apr 16

Memorial Day

_____ Monday, May 29

Independence Day

_____ Tuesday, July 4

Labor Day

_____ Monday, Sept. 4

Veterans Day

_____ Saturday, Nov. 11

Thanksgiving

_____ Wednesday, Nov. 22

_____ Thursday, Nov. 23 (Thanksgiving Day)

_____ Friday, Nov. 24

Christmas

_____ Friday, Dec. 22

_____ Saturday, Dec. 23

_____ Sunday, Dec. 24

_____ Mon, Dec. 25 (Christmas Day)

_____ Tuesday, Dec. 26

New Years 2017-2018

_____ Sunday, Dec. 31

_____ Monday, Jan 1 (New Year's Day)

Other-2017

Don't forget to include your company name on this form.
******Please fax your holiday schedule to: 602-235-2042******
Please save a copy of your form for future reference.