

## ANSWER PHOENIX Holiday Greeting Schedule for 2019

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](mailto:changes@answerphoenix.com) **no later than 1 week prior to the holiday.**

**COMPANY NAME** \_\_\_\_\_ **(REQUIRED)**

**Martin Luther King Day**

\_\_\_\_\_ Monday January 21

**Presidents Day**

\_\_\_\_\_ Monday February 18

**Easter**

\_\_\_\_\_ Good Friday April 19

\_\_\_\_\_ Easter Sunday April 21

**Memorial Day**

\_\_\_\_\_ Monday May 27

**Independence Day**

\_\_\_\_\_ Thursday July 4

**Labor Day**

\_\_\_\_\_ Monday September 2

**Columbus Day**

\_\_\_\_\_ Monday October 14

**Veterans Day**

\_\_\_\_\_ Monday November 11

**Thanksgiving**

\_\_\_\_\_ Wednesday November 27

\_\_\_\_\_ Thursday November 28

\_\_\_\_\_ Friday November 29

**Christmas**

\_\_\_\_\_ Tuesday December 24 Christmas Eve

\_\_\_\_\_ Wednesday December 25 Christmas Day

\_\_\_\_\_ Thursday December 26

**New Year's 2018-2019**

\_\_\_\_\_ Tuesday December 31 New Year's Eve

\_\_\_\_\_ Wednesday January 1 New Year's Day

***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.***