

Memo: to: All Arc Employees
From: The Arc Administrative Staff
Re: Office Holiday Closures
Date: May 20, 2021

The following dates listed below are holidays The Arc office will be **closed** and administrative staff will be on vacation.

July 5, 2021	Independence Day
September 6, 2021	Labor Day
November 11, 2021	Veterans Day
November 25, 2021	Thanksgiving Day
November 26, 2021	Black Friday
December 24 & 27, 2021	Christmas Holiday Observance
December 31, 2021	New Year's Day Observance
February 21, 2022	President's Day
April 15, 2022	Good Friday
May 30, 2022	Memorial Day
July 4, 2022	Independence Day

Please be aware of the holiday closure dates for timesheet and service note submissions as well as picking up paperwork from The Arc office. If you have any questions or concerns, please contact the Arc office directly at 717-264-4390.

*"This facility is funded through a contract with the
Franklin-Fulton County Mental Health/Intellectual Disabilities/Early Intervention"*

*The Arc of Franklin & Fulton Counties is affiliated with the Arc of the United States, The Arc of Pennsylvania,
and other local chapters of The Arc across the country.*

