

Our Company observes the following holidays each year:

- a. Christmas Day
- b. New Years Day
- c. Thanksgiving Day
- d. Martin Luther King Day
- e. Memorial Day
- f. Independence Day
- g. Labor Day
- h. Veterans Day

OneTechPlace eligible employees will be paid for the holidays listed above. If a holiday falls on a weekend, the Company will inform you when the holiday will be observed.

Ordinarily, holidays falling on a Saturday will be observed the preceding Friday; holidays falling on a Sunday will be observed the following Monday.