



Memorandum

Date: 14 November 2018

From: Rick Mendoza

To: All Vertex Aerospace Employees


Re: 2019 Official Company Holiday Schedule

Vertex Team,

The 2019 Holiday Schedule for Vertex Aerospace includes Madison, Huntsville, and all field employees whose schedule is not otherwise driven by contractual or customer requirements.

Holiday	Date
New Year's Day	Tuesday, January 1, 2019
Martin Luther King Jr. Day	Monday, January 21, 2019
Presidents' Day	Monday, February 18, 2019
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 04, 2019
Labor Day	Monday, September 02, 2019
Columbus Day	Monday, October 14, 2019
Veterans Day	Monday, November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day After Thanksgiving	Friday, November 29, 2019
Christmas Eve	Tuesday, December 24, 2019
Christmas Day	Wednesday, December 25, 2019

Please disseminate this information to all affected employees and post as appropriate for employees who do not have computer access.


Rick Mendoza
SVP, CPO