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How many annual holidays you get

All employees are entitled to at least 4 weeks' paid annual holidays (annual leave) for each year they have worked for their employer.

You get your annual holidays entitlement on the anniversary of the day you started working for your employer.

Your work anniversary can only change if:

- your work has an annual closedown, or
- you take a continuous period of leave without pay of more than 1 week.

Most employers let you take annual holidays before your 1-year anniversary — this is called leave in advance.

| Your employment agreement must set out how many annual holidays you're entitled to.

► If you work regular hours

► If your work hours vary each week

► If you're on a fixed-term contract or work off-and-on

► If you contract or work for yourself

Find out more information about annual holidays on the Employment New Zealand website:

- [Annual holidays \(external link\)](#) [Link: 2]
- [Taking annual holidays \(external link\)](#) [Link: 3]
- [Taking holidays in advance \(external link\)](#) [Link: 4]
- [Annual closedowns and holidays — Employment New Zealand \(external link\)](#) [Link: 5]

Impact of parental leave on annual holidays

When you're on parental leave you continue to build up annual holidays.

When you return to work after parental leave, you're still allowed to take 4 weeks' annual holidays a year, but what you get paid is likely to be less because your average weekly earnings over that time were less.

- [Parental leave](#)
- [Impact of other types of holidays and leave — Employment New Zealand \(external link\)](#) [Link: 6]

Carrying over annual holidays

Your annual holidays do not expire if you do not take them within the year — but your employer might have limits on how much leave you can carry over.

If you build up too much leave:

- your employer can make you take some or all of it — following a fair process
- you can cash up some of your annual leave — though your employer has to agree to it.

[Cashing-up annual holidays — Employment New Zealand \(external link\)](#) [Link: 7]

Other types of leave

- [Public holidays and work](#)
- [Sick leave](#)
- [Family violence leave](#)

Who to contact for more help

If you need more help or have questions about the information or services on this page, contact the following agency.

- Employment New Zealand

[Contact and agency details](#)

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