

## ANSWER PHOENIX Holiday Greeting Schedule for 2021

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 18

### **Presidents Day**

\_\_\_\_\_ Monday February 15

### **Easter**

\_\_\_\_\_ Good Friday April 2

\_\_\_\_\_ Easter Sunday April 4

### **Memorial Day**

\_\_\_\_\_ Monday May 31

### **Independence Day**

\_\_\_\_\_ Sunday July 4

### **Labor Day**

\_\_\_\_\_ Monday September 6

### **Columbus Day**

\_\_\_\_\_ Monday October 11

### **Veterans Day**

\_\_\_\_\_ Thursday November 11

### **Thanksgiving**

\_\_\_\_\_ Thursday November 25

\_\_\_\_\_ Friday November 26

### **Christmas**

\_\_\_\_\_ Friday December 24 Christmas Eve

\_\_\_\_\_ Saturday December 25 Christmas Day

### **New Year's 2020-2021**

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

\_\_\_\_\_ Saturday 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.***