



THE STATE OF FLORIDA  
**JUSTICE ADMINISTRATIVE COMMISSION**

Post Office Box 1654 (32302)  
227 North Bronough Street, Suite 2100  
Tallahassee, Florida 32301



**Alton L. "Rip" Colvin, Jr.**  
Executive Director

(850) 488-2415  
FAX (850) 488-8944

[www.justiceadmin.org](http://www.justiceadmin.org)

**COMMISSIONERS**

**Brad King, Chair**  
*State Attorney*  
**Diamond R. Litty**  
*Public Defender*  
**Kathleen A. Smith**  
*Public Defender*  
**Brian Haas**  
*State Attorney*

**MEMORANDUM HR03-18**

**TO:** Agency Administrators  
**FROM:** Carolyn Horwich, Esq., Director of Human Resources  
**THROUGH:** Rip Colvin, Executive Director  
**SUBJECT:** 2018 State Holidays  
**DATE:** January 10, 2018

The following days are observed as paid holidays by state agencies:

<b>2018</b>	
<b>HOLIDAY</b>	<b>OBSERVED</b>
<b>New Year's Day</b>	Monday, January 1
<b>Birthday of Dr. Martin Luther King, Jr.</b>	Monday, January 15
<b>Memorial Day</b>	Monday, May 28
<b>Independence Day</b>	Wednesday, July 4
<b>Labor Day</b>	Monday, September 3
<b>Veterans' Day</b>	Monday, November 12
<b>Thanksgiving Day</b>	Thursday, November 22
<b>Friday after Thanksgiving</b>	Friday, November 23
<b>Christmas Day</b>	Tuesday, December 25

Note: If the actual holiday falls on Saturday, the preceding Friday is observed as a holiday. When a holiday falls on Sunday, the following Monday is observed as a holiday.

Full-time employees are entitled to one personal holiday each year. Personal holidays are credited to eligible employees on July 1, and must be taken by the employee by June 30 of each year.