

2025 Time Off Request Due Dates (All time off requests are due by 10:00 am Monday, two weeks prior to the week you are requesting time off)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Due Date
December 30, 2024	December 31, 2024	January 1, 2025	January 2, 2025	January 3, 2025	January 4, 2025	January 5, 2025	12/16/24
January 6, 2025	January 7, 2025	January 8, 2025	January 9, 2025	January 10, 2025	January 11, 2025	January 12, 2025	12/23/24
January 13, 2025	January 14, 2025	January 15, 2025	January 16, 2025	January 17, 2025	January 18, 2025	January 19, 2025	12/30/24
January 20, 2025	January 21, 2025	January 22, 2025	January 23, 2025	January 24, 2025	January 25, 2025	January 26, 2025	01/06/25
January 27, 2025	January 28, 2025	January 29, 2025	January 30, 2025	January 31, 2025	February 1, 2025	February 2, 2025	01/13/25
February 3, 2025	February 4, 2025	February 5, 2025	February 6, 2025	February 7, 2025	February 8, 2025	February 9, 2025	01/20/25
February 10, 2025	February 11, 2025	February 12, 2025	February 13, 2025	February 14, 2025	February 15, 2025	February 16, 2025	01/27/25
February 17, 2025	February 18, 2025	February 19, 2025	February 20, 2025	February 21, 2025	February 22, 2025	February 23, 2025	02/03/25
February 24, 2025	February 25, 2025	February 26, 2025	February 27, 2025	February 28, 2025	March 1, 2025	March 2, 2025	02/10/25
March 3, 2025	March 4, 2025	March 5, 2025	March 6, 2025	March 7, 2025	March 8, 2025	March 9, 2025	02/17/25
March 10, 2025	March 11, 2025	March 12, 2025	March 13, 2025	March 14, 2025	March 15, 2025	March 16, 2025	02/24/25
March 17, 2025	March 18, 2025	March 19, 2025	March 20, 2025	March 21, 2025	March 22, 2025	March 23, 2025	03/03/25
March 24, 2025	March 25, 2025	March 26, 2025	March 27, 2025	March 28, 2025	March 29, 2025	March 30, 2025	03/10/25
March 31, 2025	April 1, 2025	April 2, 2025	April 3, 2025	April 4, 2025	April 5, 2025	April 6, 2025	03/17/25
April 7, 2025	April 8, 2025	April 9, 2025	April 10, 2025	April 11, 2025	April 12, 2025	April 13, 2025	03/24/25
April 14, 2025	April 15, 2025	April 16, 2025	April 17, 2025	April 18, 2025	April 19, 2025	April 20, 2025	03/31/25
April 21, 2025	April 22, 2025	April 23, 2025	April 24, 2025	April 25, 2025	April 26, 2025	April 27, 2025	04/07/25
April 28, 2025	April 29, 2025	April 30, 2025	May 1, 2025	May 2, 2025	May 3, 2025	May 4, 2025	04/14/25
May 5, 2025	May 6, 2025	May 7, 2025	May 8, 2025	May 9, 2025	May 10, 2025	May 11, 2025	04/21/25
May 12, 2025	May 13, 2025	May 14, 2025	May 15, 2025	May 16, 2025	May 17, 2025	May 18, 2025	04/28/25
May 19, 2025	May 20, 2025	May 21, 2025	May 22, 2025	May 23, 2025	May 24, 2025	May 25, 2025	05/05/25
May 26, 2025	May 27, 2025	May 28, 2025	May 29, 2025	May 30, 2025	May 31, 2025	June 1, 2025	05/12/25
June 2, 2025	June 3, 2025	June 4, 2025	June 5, 2025	June 6, 2025	June 7, 2025	June 8, 2025	05/19/25
June 9, 2025	June 10, 2025	June 11, 2025	June 12, 2025	June 13, 2025	June 14, 2025	June 15, 2025	05/26/25
June 16, 2025	June 17, 2025	June 18, 2025	June 19, 2025	June 20, 2025	June 21, 2025	June 22, 2025	06/02/25
June 23, 2025	June 24, 2025	June 25, 2025	June 26, 2025	June 27, 2025	June 28, 2025	June 29, 2025	06/09/25
June 30, 2025	July 1, 2025	July 2, 2025	July 3, 2025	July 4, 2025	July 5, 2025	July 6, 2025	06/16/25
July 7, 2025	July 8, 2025	July 9, 2025	July 10, 2025	July 11, 2025	July 12, 2025	July 13, 2025	06/23/25
July 14, 2025	July 15, 2025	July 16, 2025	July 17, 2025	July 18, 2025	July 19, 2025	July 20, 2025	06/30/25
July 21, 2025	July 22, 2025	July 23, 2025	July 24, 2025	July 25, 2025	July 26, 2025	July 27, 2025	07/07/25
July 28, 2025	July 29, 2025	July 30, 2025	July 31, 2025	August 1, 2025	August 2, 2025	August 3, 2025	07/14/25
August 4, 2025	August 5, 2025	August 6, 2025	August 7, 2025	August 8, 2025	August 9, 2025	August 10, 2025	07/21/25
August 11, 2025	August 12, 2025	August 13, 2025	August 14, 2025	August 15, 2025	August 16, 2025	August 17, 2025	07/28/25
August 18, 2025	August 19, 2025	August 20, 2025	August 21, 2025	August 22, 2025	August 23, 2025	August 24, 2025	08/04/25
August 25, 2025	August 26, 2025	August 27, 2025	August 28, 2025	August 29, 2025	August 30, 2025	August 31, 2025	08/11/25
September 1, 2025	September 2, 2025	September 3, 2025	September 4, 2025	September 5, 2025	September 6, 2025	September 7, 2025	08/18/25
September 8, 2025	September 9, 2025	September 10, 2025	September 11, 2025	September 12, 2025	September 13, 2025	September 14, 2025	08/25/25
September 15, 2025	September 16, 2025	September 17, 2025	September 18, 2025	September 19, 2025	September 20, 2025	September 21, 2025	09/01/25
September 22, 2025	September 23, 2025	September 24, 2025	September 25, 2025	September 26, 2025	September 27, 2025	September 28, 2025	09/08/25
September 29, 2025	September 30, 2025	October 1, 2025	October 2, 2025	October 3, 2025	October 4, 2025	October 5, 2025	09/15/25
October 6, 2025	October 7, 2025	October 8, 2025	October 9, 2025	October 10, 2025	October 11, 2025	October 12, 2025	09/22/25
October 13, 2025	October 14, 2025	October 15, 2025	October 16, 2025	October 17, 2025	October 18, 2025	October 19, 2025	09/29/25
October 20, 2025	October 21, 2025	October 22, 2025	October 23, 2025	October 24, 2025	October 25, 2025	October 26, 2025	10/06/25
October 27, 2025	October 28, 2025	October 29, 2025	October 30, 2025	October 31, 2025	November 1, 2025	November 2, 2025	10/13/25
November 3, 2025	November 4, 2025	November 5, 2025	November 6, 2025	November 7, 2025	November 8, 2025	November 9, 2025	10/20/25
November 10, 2025	November 11, 2025	November 12, 2025	November 13, 2025	November 14, 2025	November 15, 2025	November 16, 2025	10/27/25
November 17, 2025	November 18, 2025	November 19, 2025	November 20, 2025	November 21, 2025	November 22, 2025	November 23, 2025	11/03/25
November 24, 2025	November 25, 2025	November 26, 2025	November 27, 2025	November 28, 2025	November 29, 2025	November 30, 2025	11/10/25
December 1, 2025	December 2, 2025	December 3, 2025	December 4, 2025	December 5, 2025	December 6, 2025	December 7, 2025	11/17/25
December 8, 2025	December 9, 2025	December 10, 2025	December 11, 2025	December 12, 2025	December 13, 2025	December 14, 2025	11/24/25
December 15, 2025	December 16, 2025	December 17, 2025	December 18, 2025	December 19, 2025	December 20, 2025	December 21, 2025	12/01/25
December 22, 2025	December 23, 2025	December 24, 2025	December 25, 2025	December 26, 2025	December 27, 2025	December 28, 2025	12/08/25
December 29, 2025	December 30, 2025	December 31, 2025	January 1, 2026	January 2, 2026	January 3, 2026	January 4, 2026	12/15/25