



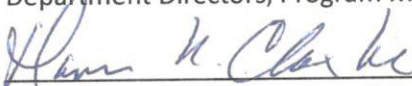
Hualapai Nation

P O Box 179 * Peach Springs, Arizona 86434 * (928) 769-2216

MEMORANDUM

Date: December 17, 2020

To: Department Directors, Program Managers and all Tribal Employees

From: 
Dr. Damon Clarke, Chairman of the Hualapai Tribe

RE: **Holidays/Administrative Leave – Dec. 23, 2020 & December 24, 2020
and Dec. 30, 2020 & December 31, 2020**

This memorandum is to inform you that the Hualapai Tribal Administrative Office will afford Administrative leave to all tribal employees beginning on Wednesday, December 23, 2020 from 1:00 PM to 5:00PM and also on December 24, 2020 from 8:00 AM to 5:00 PM.

December 25, 2020 is designated as a paid Tribal Holiday in observance of Christmas.

On Wednesday, December 30, 2020 Administrative leave will be granted beginning at 1:00 PM to 5:00 PM and also on December 31, 2020 from 8:00 AM to 5:00 PM.

January 01, 2020 is designated as a paid Tribal Holiday in observance of New Year's Day.

The Hualapai Tribal Council and the Tribal Administrative Offices would like to extend a personal Holiday Greeting Thanking you for your dedication to the Hualapai Tribe, Wishing you and your Family a Prosperous New Year

If there are any further questions, please feel free to contact Human Resources or the Tribal Administration office at (928) 769-2216.

CC: *Distribution*
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