

# Vital Records Office Scheduled Closures (9/80) Plan

The City of Pasadena observes eleven public holidays each year during which non-essential City services are suspended. In addition, most City offices operate on a 9/80 work schedule. This results in these offices being closed on alternating Fridays throughout the year.

After-hours service request(s) must be submitted via fax to (626) 291-0899 from 8:00AM – 2:00PM on closed Fridays and Saturdays. We do not accept requests for service on holidays listed below.

## Office Hours

**Monday - Thursday: 8:00am to 5:00pm**

**Alternating Fridays 8:00am to 4:00pm**

## 2022 City Holidays

January 17, 2022	Martin Luther King Jr. Day
February 11, 2022	Lincoln's Birthday (Observed)
February 21, 2022	Washington's Birthday
May 30, 2022	Memorial Day
July 4, 2022	Independence Day
September 5, 2022	Labor Day
November 11, 2022	Veterans Day
November 24, 2022	Thanksgiving Day
November 25, 2022	Day after Thanksgiving
December 26, 2022	Christmas Day (Observed)
January 2, 2023	New Year's Day (Observed)

## 2022 Closed Fridays (9/80 Plan)

January 14, 2022	May 20, 2022	September 23, 2022
January 28, 2022	June 3, 2022	October 7, 2022
February 11, 2022	June 17, 2022	October 21, 2022
February 25, 2022	July 1, 2022	November 4, 2022
March 11, 2022	July 15, 2022	November 18, 2022
March 25, 2022	July 29, 2022	December 2, 2022
April 8, 2022	August 12, 2022	December 16, 2022
April 22, 2022	August 26, 2022	December 30, 2022
May 6, 2022	September 9, 2022	