PASADENA
PUBLIC HEALTH DEPARTMENT

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

2025 City Holidays

January 20, 2025	Martin Luther King Jr. Day
February 12, 2025	Lincoln's Birthday (Observed)
February 17, 2025	Washington's Birthday
May 26, 2025	Memorial Day
July 4, 2025	Independence Day
September 1, 2025	Labor Day
November 11, 2025	Veterans Day
November 27, 2025	Thanksgiving Day
November 28, 2025	Day after Thanksgiving
December 25, 2025	Christmas Day (Observed)
January 1, 2026	New Year's Day (Observed)

2025 Closed Fridays (9/80 Plan)

January 10, 2025	May 16, 2025	September 19, 2025
January 24, 2025	May 30, 2025	October 3, 2025
February 7, 2025	June 13, 2025	October 17, 2025
February 21, 2025	June 27, 2025	October 31, 2025
March 7, 2025	July 11, 2025	November 14, 2025
March 21, 2025	July 25, 2025	November 28, 2025
April 4, 2025	August 8, 2025	December 12, 2025
April 18, 2025	August 22, 2025	December 26, 2025
May 2, 2025	September 5, 2025	

1845 N. Fair Oaks Avenue, Pasadena, CA 91103
(626) 744-6010 Information Line
(626) 744-6052
(626) 291-0899 fax