

Coordinated Child Care of Pinellas, Inc.

FINANCE HOLIDAY SCHEDULE 2010/2011 CONTRACT YEAR

Site Name: _____
Fed ID/SS#: _____
Address: _____
Phone: _____
Contact Person: _____

DIRECTIONS: Our Funders allow up to twelve (12) paid holidays and/or professional development days a year. Please list below the dates that your site will be closed between **July 1, 2010** and **June 30, 2011**. Please list exact date, month, day, and year, that your site is closed. For professional development days where you do not know the exact date, please write the month of the training and notify CCC's Finance department when exact date is known in order to receive payment for this day.

Holiday/Professional Development Day & Date

- | | |
|----------|-----------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

List any **additional planned days and dates** that your site will be closed between **July 1, 2010** and **June 30, 2011** (i.e., Spring Break, etc). These days are non-reimbursable.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

NOTE: Add any additional days to the back of this form or attach an extra page if necessary. **Changes submitted after July 1, 2010 will not be accepted.** If you are a Sub-Contracted home and wish to attend and be paid for the Holiday Coffee in December, you must list this as one of your chosen holidays.