



North Carolina Department of Human Resources
Division of Social Services

Economic Independence Section • 325 North Salisbury Street
2420 Mail Service Center • Raleigh, North Carolina 27699-2420
Courier # 56-20-25

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Pheon Beal, Director
(919) 733-3055

June 23, 2004

RE: County Holiday Schedule

Dear County Director of Social Services:

Please indicate on the attached sheet your county's holidays or days your agency will be closed for business from January 1, 2005 through December 31, 2005. This information is critical to ensure automated notices to recipients reflect the correct ten business days for the appeal period. Please fax or email the completed attachment to Alma Spencer at (919) 733-0645 or Alma.Spencer@ncmail.net by August 13, 2004.

In previous years, some counties were unable to comply within the requested time frame because holidays had not been approved by their county commissioners. If this is the case, please indicate by August 13, 2004, when this information will be made available. Also, for your convenience, the holiday schedule for the State Office is attached.

Thank you for your cooperation in this matter. If you have any questions, please contact Alma Spencer at (919) 733-8938.

Sincerely,

Hank Bowers, Chief
Performance Reporting/Automation

HB/abs

Attachments

PM-PRA-5-2004

