



2027 Long Weekend Planner: PTO Dates to Request

10 PTO days, 27 days off, on the federal holiday schedule

DATE	WHAT HAPPENS	DONE
Tue., June 1 to Fri., June 4	Request 4 PTO days: 9 days off, May 29 to June 6 (Memorial Day is Mon., May 31)	☐
Fri., Nov. 12	Request 1 PTO day: 4 days off, Nov. 11 to 14 (Veterans Day is Thu., Nov. 11)	☐
Fri., Nov. 26	Request 1 PTO day: 4 days off, Nov. 25 to 28 (Thanksgiving is Thu., Nov. 25)	☐
Mon., Dec. 27 to Thu., Dec. 30	Request 4 PTO days: 10 days off, Dec. 24 to Jan. 2, 2028	☐

My notes