Dave Yost • Auditor of State

TO: **UAN ACCOUNTING & PAYROLL USERS**

FROM: **UAN SUPPORT**

DATE: **DECEMBER 15, 2011**

SUBJECT: **2011/2012 HOLIDAY SCHEDULE FOR THE UAN SUPPORT LINE**

Regular hours of operation for the UAN Support Line is 7:30 a.m. to 5:15 p.m. Monday through Thursday, 7:30 a.m. to 4:45 p.m. on Friday and 8:00 a.m. to 12:00 p.m. on Saturday.

Please Note: From January 2, 2012 through February 17, 2012, we will extend our support hours from 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to 2:00 p.m. on Saturday. Hours will also be extended when extensive software updates are released.

For your convenience, we have listed the 2011 and 2012 holiday schedule for the UAN Support Line below:

No support will be available on the following dates:

Saturday, December 24, 2011
Monday, December 26, 2011 (Christmas Day observed)
Saturday, December 31, 2011
Monday, January 2, 2012 (New Year's Day observed)
Monday, January 16, 2012 (Dr. Martin Luther King Day)
Saturday, February 18, 2012
Monday, February 20, 2012 (Presidents' Day)
Saturday, May 26, 2012
Monday, May 28, 2012 (Memorial Day)
Wednesday, July 4, 2012 (Independence Day)
Saturday, September 1, 2012
Monday, September 3, 2012 (Labor Day)
Saturday, November 10, 2012
Monday, November 12, 2012 (Veterans' Day)
Thursday, November 22, 2012 (Thanksgiving Day)
Friday, November 23, 2012 (Day after Thanksgiving)
Saturday, November 24, 2012
Tuesday, December 25, 2012 (Christmas Day)
Tuesday, January 1, 2013 (New Year's Day)

88 East Broad Street, Fifth Floor, Columbus, Ohio 43215-3506
Phone: 800-833-8261 Fax: 877-727-0088
Support Website: uanlink.auditor.state.oh.us **Email: uan_support@auditor.state.oh.us**

The support line will be available on the following dates, but the hours of operation will be from 7:30 AM to 2:00 PM:

Wednesday, November 21, 2012
Monday, December 24, 2012
Monday, December 31, 2012