

ROUND ONE VACATION PROXY SHEET

2025-2026 VACATION YEAR **(PRODUCTION ONLY)**

Name & Emp. # _____

Dept/ Shift: _____

Phone Number: _____

You are permitted to holdback 24 hours of vacation, please check one:

☐

I wish to schedule my remaining hours in round two

☐

I wish to holdback my remaining hours and will not be contacted

Vacation booked in full week blocks in round 1 can ONLY be moved into available full week blocks, NOT broken up into single days.

VACATION ONLY

ROUND 1 BOOK FULL WEEKS ONLY

Indicate Preference by # - B Shift Days shaded

days

Summer Shutdown: Weeks of June 30 & July 7

freeze

	July 14, 2025	40 hrs	B
	July 21, 2025	40 hrs	B
	July 28, 2025	40 hrs	A
	August 4, 2025	32 hrs	A
	August 11, 2025	40 hrs	B
	August 18, 2025	40 hrs	B
	August 25, 2025	32 hrs	A
	September 1, 2025	32 hrs	A
	September 8, 2025	40 hrs	B
	September 15, 2025	40 hrs	B
	September 22, 2025	40 hrs	A
	September 29, 2025	32 hrs	A
	October 6, 2025	40 hrs	B
	October 13, 2025	32 hrs	B
	October 20, 2025	40 hrs	A
	October 27, 2025	40 hrs	A
	November 3, 2025	40 hrs	B
	November 10, 2025	40 hrs	B
	November 17, 2025	40 hrs	A
	November 24, 2025	40 hrs	A
	December 1, 2025	40 hrs	B
	December 8, 2025	40 hrs	B
	December 15, 2025	40 hrs	A
	December 22, 2025	16 hrs	A

Christmas Break: Week of December 29

B

VACATION ONLY

ROUND 1 BOOK FULL WEEKS ONLY

Indicate Preference by # - B Shift Days shaded

days

	January 5, 2026	40 hrs	B
	January 12, 2026	40 hrs	A
	January 19, 2026	40 hrs	A
	January 26, 2026	40 hrs	B
	February 2, 2026	40 hrs	B
	February 9, 2026	40 hrs	A
	February 16, 2026	32 hrs	A
	February 23, 2026	40 hrs	B
	March 2, 2026	40 hrs	B
	March 9, 2026	40 hrs	A
	March 16, 2026	40 hrs	A
	March 23, 2026	40 hrs	B
	March 30, 2026	32 hrs	B
	April 6, 2026	32 hrs	A
	April 13, 2026	40 hrs	A
	April 20, 2026	40 hrs	B
	April 27, 2026	40 hrs	B
	May 4, 2026	40 hrs	A
	May 11, 2026	32 hrs	A
	May 18, 2026	32 hrs	B
	May 25, 2026	40 hrs	B
	June 1, 2026	40 hrs	A
	June 8, 2026	40 hrs	A
	June 15, 2026	40 hrs	B
	June 22, 2026	40 hrs	B
	June 29, 2026	16 hrs	A