

2024 YEAR END PROCESSING DATES:

Below are important deadlines regarding year-end commission and payout dates.

- December 18-** All premium and final delivery requirements must be received in good order on or before this date to ensure placement prior to year-end.
  - December 19 and after -** New business and delivery requirements in good order will continue to be processed, but are not guaranteed to be in force prior to year-end.
  - December 20-**Last commission cycle for the year. All business to count for 2024 production year will need to be placed by this date.
  - December 25-** Closed for the holiday
- All business areas will continue to be processed based on SLA through end of year.

2024 Holiday Schedule for U.S. Employees

Holiday	Date	Day
Thanksgiving Day	November 28, 2024*	Thursday
Christmas Day	December 25, 2024*	Wednesday

\* The office will close early (2 p.m. local time) on Wednesday, July 3, Friday, August 30, Friday, November 29, and Tuesday, December 24.

2025 Holiday Schedule

Holiday	Date	Day
New Year's Day	January 1, 2025	Wednesday
Martin Luther King, Jr. Day	January 20, 2025	Monday
Washington's Birthday	February 17, 2025	Monday
Good Friday	April 18, 2025	Friday
Memorial Day	May 26, 2025	Monday
Juneteenth National Independence Day	June 19, 2025	Thursday
Independence Day	July 4, 2025*	Friday
Labor Day	September 1, 2025	Monday
Thanksgiving Day	November 27, 2025*	Thursday
Christmas Day	December 25, 2025*	Thursday
2025 Floating Holiday	None for 2025	

\* The NYSE will close early on Thursday, July 3, Friday, November 28, and Wednesday, December 24.

