



Office Schedule and Holiday Schedule *August 2016 through May 2017*

Monday, August 29th, 2016 | REGULAR OFFICE HOURS RESUME
Orders taken 8:30am – 3:00pm CST Monday through Thursday
Orders received by 3:00pm will be shipped the same day

Labor Day | September 5th, 2016 | OFFICE CLOSED
Orders will be taken 8:30am – 3:00pm CST Tuesday through Thursday
Orders received by 3:00pm will be shipped the same day

September 12th, 2016 | Regular Office Hours
Orders taken 8:30am to 3:00pm CST Monday through Thursday
Orders received by 3:00pm will be shipped the same day

Columbus Day | October 10th, 2016 | Regular Office Hours

Thanksgiving Week | November 24th – 25th, 2016 | OFFICE CLOSED THURSDAY AND FRIDAY
Orders will be taken per the regular schedule on Monday, Tuesday, and Wednesday

HOLIDAY SCHEDULE BEGINS WEEK OF November 28th, 2016 (Additional details to follow)
OFFICE CLOSES on December 22, 2016 at 1 and reopens January 2th, 2017

Martin Luther King Day | January 16th, 2017 | Regular Office Hours

President's Day | February 20, 2017 | Regular Office Hours

Memorial Day | May 29th, 2017 | OFFICE CLOSED
Orders will be taken 8:30am – 3:00pm CST Tuesday and Wednesday
Orders received by 3:00pm will be shipped the same day

Spring breaks, teacher institute days and in-service days **do not** affect Manna's regular office hours.

Call the office if you have any additional questions.

Summer Schedule to be announced in May 2017