

2010 Corporations Holiday Schedule

Tuesday, November 2, 2010

State Holiday – Election Day – The Division of Corporations will be closed.

Thursday, November 11, 2010

State Holiday – Veterans Day – The Division of Corporations will be closed.

Wednesday, November 24, 2010

There will be no change in the regular hours of the Division - the 4-12 shift will be working 4 P.M. to 12 Midnight

Thursday, November 25 & Friday, November 26, 2010

State Holidays - Thanksgiving Day and day after Thanksgiving – The Division of Corporations will be closed.

Friday, December 17, 2010

Division Employee Recognition Luncheon – The 4-12 shift will be working 12 Noon to 8 P.M. and the following changes will be in effect:

- All 30 Minute and Priority 1 (one-hour service) must be received by 6 P.M.; Priority 2 (two-hour service) must be received by 5 P.M. All other cut-off times will remain unchanged.
- Personnel in the Division will not be available between the hours of 11:30 A.M. and 1:30 P.M.
- 30 Minute, Priority 1 and 2 filings/requests will **not be processed** between the hours of 11:30 A.M. and 1:30 P.M.
- **DCIS, the Imaging System and Fax Gateway** will be available until 10:30 P.M. for securing filing dates and times.
- If agents have any **emergency** issues with connectivity they may call 302-739-5364 after 8 P.M.

Friday, December 24, 2010

State Holiday - Christmas Day (observed) - The Division of Corporations will be closed.

Thursday, December 30, 2010

The 4-12 shift will be working 2:30 P.M. to 10:30 P.M.

- **DCIS, the Imaging System and Fax Gateway** will be available until 12 Midnight for securing filing dates and times.
- If agents have any **emergency** issues with connectivity they may call 302-739-5364 after 10:30 P.M.

Friday, December 31, 2010

New Year's Eve - The Division of Corporations will be open from 8 A.M. to 4:30 P.M. The Division will close at 4:30 P.M. and the following changes will be in effect:

- All 30 Minute and Priority 1 (one-hour service) must be received by 2:30 P.M.; Priority 2 (two-hour service) must be received by 2 P.M., Same Day and Must approvals are required to be received by 1 P.M.
- **DCIS, the Imaging System and Fax Gateway** will be available until 8 P.M. for securing filing dates and times.
- If agents have any **emergency** issues with connectivity they may call 302-739-5364 after 4:30 P.M.