

Morningstar Quill **20 Vacation Days per Year/140 hrs per Year**

26 Pay Periods per Year **260 Days (10 working Days/PP)**

Calendar Year	Working Days	Prorated Vacation Days	Vacation Days Used	Vacation Days Balance
March 8, 2024 - March 31, 2024	18.00	0.35		0.35

Converted to Hours Hours Worked - 1820/year Hours Earned Vacation Hours Used Vacation Hours Balance

@1.67 days/month as per Policy - 20 days/12 mths = 1.67 days/month

March 8, 2024 - March 31, 2024	126.00	2.42		2.42
--------------------------------	--------	------	--	------

