

Vacation Accrual Letters

In CCS, go to → Vacation → My Vacation; from here, select “To view optional election, click here”. The following information will be displayed:

- Your vacation accrual seniority date as of August 29, 2026
- Your 2027 base vacation accrual determined by your vacation accrual seniority date
- Your paid activity, by each quarter in the 2025-2026 Vacation Accrual Year to be used in determining your vacation accrual for the 2027 Vacation year
- Your 2027 vacation accrual days and hours
- For newly hired Flight Attendants, quarterly paid activity will not be shown

Vacation Accrual & Reduction

Except for new hires, a Flight Attendant's vacation accrual is based on completed years of service with the Company.

Vacation accrual may be reduced based on:

- Paid activity within the vacation accrual year, and
- Leaves of absence taken during the accrual year

Base Vacation Accrual

Completed Years of Service	Base Vacation Accrual
1 to 4 Years	12 Days
5 to 9 Years	19 Days
10 to 16 Years	26 Days
17 to 24 Years	33 Days
25 or more Years	40 Days

Vacation Reduction

A Flight Attendant on a leave of absence (except occupational), furlough, or disciplinary suspension will have their vacation accrual reduced by (1/12th) for every 30 days or major portion on a prorated basis.

Flight Attendants may take (borrow) up to ten (10) vacation days from next year's allotment. DATV taken during the accrual period of **August 29, 2025- August 28, 2026** will reduce the

2027 Vacation accrual on a day-for-day basis. Instructions for requesting DATV are in Chapter 15 of the [Trip Trades & Adjustments Guide](#).

How Does Paid Activity Affect Vacation Accrual?

Your annual (base) vacation accrual will be reduced when the paid activity in each quarter of the Vacation Accrual year does not meet either the 60-hour – 119:59 hour or the 120 hour or greater metric for accrual as follows:

- A Flight Attendant who completes one hundred twenty (120) hours or more of paid activity in each of the quarters listed below of the Vacation Accrual Year will receive full vacation accrual (100% of base vacation accrual) for those quarters.
- A Flight Attendant who completes fewer than one hundred twenty (120) hours but at least sixty (60) hours of paid activity in each of the quarters listed below of the Vacation Accrual Year will receive fifty percent of vacation accrual (50% of the Base Vacation Accrual) for those quarters.
- A Flight Attendant who completes fewer than sixty (60) Hours of paid activity for each of the quarters listed below of the Vacation Accrual Year will accrue no vacation for those quarters.

Accrual Quarters for the 2027 Vacation Accrual Year

1st Q	2nd Q	3rd Q	4th Q
08/29/25 - 11/29/25	11/30/25- 02/28/26	03/01/26 - 05/30/26	05/31/26- 08/28/26

The following chart illustrates accrual based on Paid Activity:

Years of Completed Service	Base Annual Accrual	Accrual per Quarter - <60 Hours of Paid Activity	Accrual per Quarter - 60-119:59 Hours of Paid Activity	Accrual per Quarter - 120 Hours or More of Paid Activity
1 to 4	12 Days	None	1 Day & 12 Hours	3 Full Days
5 to 9	19 Days	None	2 Days & 9 Hours	4 Days & 18 Hours
10 to 16	26 Days	None	3 Days & 6 Hours	6 Days & 12 Hours
17 to 16	33 Days	None	4 Days & 3 Hours	8 Days & 6 Hours
25+	40 Days	None	5 Full Days	10 Full Days

Example #1 - Flight Attendant who did not receive full accrual based on paid activity and additionally was on a leave of absence:

The full accrual for a Flight Attendant with 30 completed years of service is 40 days. If the Flight Attendant has 120 hours or more of paid activity in each quarter, the accrual per quarter is 10 days.

- Quarter 1 paid activity: 240 hours; **100%** quarterly accrual (10 days)
- Quarter 2 paid activity: 270 hours; **100%** quarterly accrual (10 days)
- Quarter 3 paid activity: 160 hours; **100%** quarterly accrual (10 days)
- Quarter 4 paid activity: 115 hours; **50%** quarterly accrual (5 days)

The vacation accrual based on paid activity for the year is **35 days**.

The same Flight Attendant was also on a non-occupational leave of absence for 90 days during the third and fourth quarters of the vacation accrual year. The vacation accrual is reduced by 1/12 for each 30 days or major portion thereof – a total of 3/12 or 1/4 of the full 40-day accrual = 10 days.

The vacation accrual based on reduction for leave(s) of absence is **30 days** (40 – 10 days). When a Flight Attendant's base vacation accrual is reduced for **both** paid activity and leaves of absence, the greatest reduction will apply. Therefore, in the above example, the Flight Attendant's 40 days was reduced to 30 days.