

## **Have a day off -vs- Take a day off**

*This sheet deals with the difference between have and take a day off*

When you **have** a day off, it's generally not your choice to not work  
(*national holidays/office is closed/etc.*)

Everyone **has** July 4<sup>th</sup> off because of Independence Day.

When you **take** a day off, it's your choice to not work

William **took** 6 weeks off when he broke his leg.

*Fill in the blanks with **have** or **take** to answer the questions (watch tenses)*

1. Golden Week is coming and we **have** 7 days off in a row!
2. Kim's son is sick, so she's **taking** a few days off to care for him.
3. Renewing my passport takes so long that I have to **take** a whole day off.
4. Nearly everyone in the U.S. **has** Independence Day off.
5. Work is so busy that I can't **take** any days off. I haven't **had/taken** a day off in 3 weeks!
6. They're painting our offices, so I **have** 2 days off while we close to paint it.
7. Terry's having a baby, so she's **taking** a year off for maternity leave.
8. For Thanksgiving, most people **have** 4 days off.
9. I used all of my paid holidays, so if I **take** any days off, I don't get paid.
10. June is the worst month because we **have** no days off!
11. My boss **takes** many mornings off to play golf.
12. You don't look well. Why don't you **take** the afternoon off. If you're still sick in the morning, **take** tomorrow off too.
13. We used to **have** December 23<sup>rd</sup> off, but it's not a holiday anymore.
14. Workers in Finland get to **have** 30 days off as paid vacation days every year. They are so lucky!
15. My mean boss never lets me **have/take** days off!
16. Christmas Day is on a Wednesday this year and we **have** it off, but I'm going to **take** Thursday and Friday off so that I can have a nice long holiday weekend