

- A. COUNTING AFTER AN EVENT. When action is required within a specified period of time after a specific act or occurrence, counting starts the day after the act or occurrence. Do not count Saturday, Sunday or federal or state holidays.
- B. COUNTING BEFORE AN EVENT. When action is required within a specified period of time before a specific occurrence, counting ends the day before the act or occurrence. Count backwards beginning with the day prior to the event to find the date action must be taken. Do not count Saturday, Sunday or federal or state holidays.

(Sections 3-6 reserved for expansion.)