

CHRISTMAS PLANNING CHECKLIST

NOVEMBER

- Set master budget.
- Start looking for and purchasing gifts.
- Decide on holiday baking and food.
- Purchase Christmas cards and postage.
- Gather addresses.
- Stock up on baking and pantry sales.
- Add events to calendar.

4 WEEKS

- Mail cards.
- Put up indoor and outdoor decorations.

2 WEEKS

- Finish purchasing gifts and stocking stuffers.
- Wrap gifts.
- Mail out of town gifts.
- Confirm travel plans.
- Confirm plans with guests.

WEEK OF CHRISTMAS

- Make food gifts.
- Clean guest bedrooms.
- Pack bags for traveling.
- Prepare Christmas day desserts and casseroles ahead.