



CHRISTMAS PLANNING CHECKLIST



4-6 WEEKS IN ADVANCE:

- CREATE A BUDGET AND MAKE A LIST OF WHO YOU ARE BUYING FOR
- BOOK ANY IMPORTANT APPOINTMENTS - DINING, PARTY, BEAUTY
- START GIFT SHOPPING
- CHECK YOUR DECOR AND SEE IF ANYTHING NEEDS REPLACING
- MAKE CHRISTMAS PUDDINGS AND CAKES
- ORDER ANY PERSONALISED CALENDARS OR CARDS
- BOOK SUPERMARKET DELIVERY SLOT
- ORDER CHRISTMAS TURKEY OR FOOD OF CHOICE
- MAIL CHRISTMAS CARDS ABROAD
- CHECK HOUSE MAINTENANCE TO ENSURE BOILER, CHIMNEY AND GENERAL AREAS ARE ALL OK



2-4 WEEKS IN ADVANCE:

- CONTINUE TO GIFT SHOP AND CHECK STILL WITHIN BUDGET
- DECORATE HOME AND CHRISTMAS TREE
- START GIFT WRAPPING
- DECLUTTER KITCHEN CUPBOARDS SO YOU HAVE ROOM FOR EXTRA FOOD AND GIFTS
- MAIL CHRISTMAS CARDS/GIFTS



KEEP ADDING ITEMS TO REGULAR SHOP

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|---|---|---|
| <input type="checkbox"/> BATTERIES | <input type="checkbox"/> NON PERISHABLE FOOD | <input type="checkbox"/> CANDLES |
| <input type="checkbox"/> SELOTAPE | <input type="checkbox"/> WRAPPING PAPER | <input type="checkbox"/> CHRISTMAS STOCKING GIFTS |
| <input type="checkbox"/> CHRISTMAS CRACKERS | <input type="checkbox"/> EXTRA TOILET ROLL AND TOILETRIES | <input type="checkbox"/> NAPKINS |



1-2 WEEKS IN ADVANCE:

- DECORATE HOME AND CHRISTMAS TREE
- CONTINUE GIFT WRAPPING
- COOK AND FREEZE DISHES IN ADVANCE
- PURCHASE ALL NON FRESH FOOD



A FEW DAYS BEFORE CHRISTMAS:

- PURCHASE FINAL ITEMS OF FRESH FOOD
- WRAP FINAL ITEMS AND ANY STOCKING GIFTS
- DELEGATE ANY TASKS FOR THE DAY



CHRISTMAS DAY:

- RELAX AND ENJOY YOUR DAY
- USE CHECKLISTS SO YOU DON'T FORGET THINGS