

CHRISTMAS CHECKLIST

THE LITTLE ORGANISING COMPANY

www.thelittleorganisingcompany.com

Home & Decoration

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- Edit/Declutter (esp. toys & clothes)
- Take to Charity shop
- Locate decorations/extension cables
- Edit/declutter broken, unused items
- Buy spare lights/batteries/tree chocs
- Download ideas for naughty elf kid's toy
- Buy/build Christmas Tree
- Decorate Christmas tree
- Plan/clean house
- Decorate inside & outside
- Make/buy wreath
- Replace linen/towels
- Water tree daily (set phone alarm)
- Put on fresh sheets
- Tidy house
- Lay out glasses (easy access on day)
- Take down tree & recycle

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Gifts

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- Write your wish list
- Ask for everyone else's wish list
- Write gift list
- Write cards name list (save for next year)
- Buy wrapping, tags, cards & stamps
- Make homemade gifts
- Order online presents
- Buy presents (support local shops)
- Buy thank you gifts & crackers
- Write cards
- Wrap presents (allow 2-3 hrs)
- Wrap parcels for posting & address
- Take items to post office
- Deliver gifts
- Enjoy all the gifts on Christmas Day
- Donate unwanted gifts in new year
- Store unused cards etc. for next year

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Food & Drink

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- Decide on events & menu
- Write shopping list
- Book in online delivery slot
- Use up freezer items, to make space
- Order turkey/meats (local butcher)
- Buy/order - dry goods/drinks/house
- Buy/order - frozen goods /ice
- Buy/order - meats/fish/cheese/fresh
- Bake - cakes, mince pies etc.
- Prepare veg/potatoes
- Lay table & decorate inc. crackers
- Prepare cold options like starters
- Cook meat/vegetarian mains
- Re-heat pre-prepared items
- Cook vegetables/potatoes
- Make gravy, bread sauce etc...
- Delegate the clear up *

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*Suggestion, anyone who cooks doesn't clear up

Activities

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- Diarise weekly, 30 mins Christmas prep
- List out activities you'd like to do
- Christmas Day - Who, where, timings
- Boxing Day - Who, where, timings
- New Year (NY) - Who, where, timings
- Invite people
- Book online tickets (Ice skating etc.)
- Review diary, keep some time spare
- Look up last posting dates
- Book time for wrapping presents
- Book haircuts
- Book beauty appointments (nails etc.)
- Purchase any special outfits
- Mince pies & carrots (Father Christmas)
- Play Christmas music
- Tally up all of Christmas spend
- Book something nice for after NY

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