

# The Essential Holiday Checklist

## PREPARE YOUR HOME

- Add a welcoming holiday wreath to the door and evergreen accents throughout the home.
- Add warm throw blankets and seasonal pillows to chairs, beds, and sofas.
- De-clutter and remove excess décor to prepare for holiday decorating.
- Add candles and extra lamps for a cozy glow.
- Put up holiday lights on your home's exterior.



## PREPARE FOR PARTIES

- Make your guest list and send out invitations.
- Decide on a signature cocktail to serve, select your menu, and make a shopping list.
- Determine the serving platters and utensils you will need for your menu and set them aside.
- Put together a festive holiday centerpiece that is low enough for guests to converse at the table.
- Create a party playlist with your favorite music.
- Tidy up the house and turn on mood lighting and music.



## PREPARE FOR GIFTS

- Gather addresses of family and friends for mailing cards or gifts.
- Purchase wrapping paper, gift tags, and other decorative details.
- Set up a gift wrap station as well as a designated gift area to store gifts you purchase early.
- Shop online and order gifts ahead of time; consider monthly gift Clubs that will bring joy throughout the year.



## PREPARE FOR GUESTS

- Wash guest bedding and towels.
- Make sure you have extra pillows.
- Deep clean the guest bathroom and set out fresh towels and a candle.
- Clean the front porch or entry for a warm welcome.
- Place a welcome card or gift in the guest bedroom.



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