



2019

*Holiday
Planner*

Made In A Pinch





Hello!

I am so glad that you grabbed this organizer!

I completely understand how overwhelming the holiday season can be and how balls can be dropped in the hustle and bustle.

That's why I created this organizer – just for you! I have included in this planner the very systems that I use to keep our family on track throughout the holidays.

Staying organized is the key to eliminating overwhelm, and this planner will help you stay ahead of your holiday plans.

Print these pages and keep it close by. For maximum benefit, be sure to write down every detail that you can. That way, they are all on paper, freeing up precious brain and memory space.

Happy Holidays!!

Heather



Made In A Pinch



*Give
Thanks*

Made In A Pinch

Thanksgiving Planning Checklist

First Week of November

- ☐ Prepare your guest list and confirm how many people you will have
- ☐ Check with your guests to find out whether there are any special dietary needs
- ☐ Begin planning the menu
- ☐ Ordering a Turkey? Do it now (plan on 1 pound per person if ordering a full bone-in turkey)
- ☐ If you are ordering fresh flowers for Thanksgiving, do it now

Two Weeks Before Thanksgiving

- ☐ Collect any recipes you'll need for your menu.
- ☐ Assign cooking projects to family members who offer to help.

4-5 Days Before Thanksgiving

- ☐ Use your planned menu and the included grocery shopping list to make your Thanksgiving shopping list
- ☐ Shop for the heartier vegetables, heavy cream, and non-perishables now
- ☐ If you are buying a frozen turkey, do it now and start thawing
- ☐ Thawing a turkey takes 24 hours for every 4 pounds. Begin thawing the turkey
- ☐ Plan Thanksgiving activities for kids and adults. Invite guests to bring activities or movies too.

2 Days Before Thanksgiving

- ☐ If making cranberry sauce, do it now.
- ☐ Prep the table and place settings; iron any fabric table cloths, napkins and placemats



Thanksgiving Planning Checklist

Day Before Thanksgiving

- If making stuffing from scratch, cut up the bread and prep
- Make desserts
- Prep any special breakfasts and appetizers
- Prepare side dishes and bake (especially casseroles) to reheat the next day; OR assemble the side dishes and store in the fridge to bake on Thanksgiving
- Make the whipped cream for dessert – it will keep well for 3-4 days
- Set the table now
- Set up a coat rack or plan for guests' coats
- Calculate your cooking time (and cooking order) for tomorrow.
- Figure out what can't be cooked along with the turkey in the oven, either in terms of temperature or space. Plan to cook those things before or after the turkey is done, or on the stovetop while it's cooking; better still, make them today.

Thanksgiving Day

- Stuff the turkey and get it in the oven according to the schedule you calculated yesterday. (Pro-tip: it cooks faster when placed in an oven bag)
- Just before the turkey's done, begin cooking fresh vegetables, and get anything else that needs to go into the oven ready (stuffing, storebought rolls, etc.)
- Put a foil tent over the turkey. You now have about an hour to do the remaining cooking. Warm whatever needs to be warmed, including mashed potatoes, rolls, soups and casseroles.
- Make the gravy.
- Put all the food on the table or buffet. Don't hesitate to press guests into service to put food in bowls, open wine bottles, fill glasses and dish up the cranberry sauce.
- Get a plate and eat! Don't spend the meal running back and forth to the kitchen and miss out on the awesome feast you've created.



November 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Recipes to try this month:				Special Events:		

Holiday Budget Planning

FOOD	ESTIMATED	SPENT	DIFFERENCE	NOTES
Thanksgiving				
Baking				
Christmas				
Hanukkah				
New Years				
Other:				
Other:				
Other:				
Other:				

[illegible]

THANKSGIVING MENU PLANNING

DATE: _____ TIME: _____ LOCATION: _____ # GUESTS: _____

APPETIZERS:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SOUPS & SALADS:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SIDE DISHES:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SAUCES & DRINKS:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

MAIN DISHES:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

BREADS:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

DESSERTS:

RECIPE SOURCE:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

GROCERIES LIST

[illegible]

POTLUCK HOST MENU PLANNING

DATE: _____ TIME: _____ # GUESTS: _____

APPETIZERS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SOUPS & SALADS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SIDE DISHES:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SAUCES & DRINKS:

WHO IS BRINGING:

NOTES:

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_____	_____	_____
_____	_____	_____

MAIN DISHES:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

BREADS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

DESSERTS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

*Joy
To The
World*

Made In A Pinch

Christmas Planning Checklist

SEPTEMBER

- ☐ Start Gift Planning and write out your gift lists – Use the Gift Planner sheets to help
- ☐ Start purchasing gifts for teachers, coworkers and friends to spread out the financial impact

OCTOBER

- ☐ Start Creating Gifts: Picture collages for calendars or other photo gifts, any crafted gifts, any kid-created gifts
- ☐ If you haven't already, begin your holiday shopping to spread out the financial impact. Especially focus on any out of town family and friends that you want to ship gifts to.
- ☐ Save any shopping items that are likely to go on great Black Friday or Cyber Monday sales for purchase on those days (electronics, kitchen appliances, movies, video gaming items, etc).
- ☐ Plan out any holiday volunteer service you want to commit to and contact to make arrangements.

EARLY-MID NOVEMBER

- ☐ Create and order Christmas cards
- ☐ Buy stamps

MID-LATE NOVEMBER

- ☐ Sign, address, stamp, and send holiday cards
- ☐ Plan and carry out Black Friday and Cyber Monday shopping – check ads and make lists before going to the store to help eliminate impulse purchases
- ☐ Purchase any bulk gifts to give to neighbors, acquaintances and party Hosts
- ☐ If hosting a holiday party, make plans, set dates, and make guest lists Now



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Christmas Planning Checklist

- ☐ Firm up any and all travel plans; purchase tickets and book hotel rooms, if needed.
- ☐ Mail any gift packages that you can to guarantee on time delivery and significantly reduce your wait time at the post office; you can schedule at home pick-up at www.usps.com

FIRST WEEK OF DECEMBER

- ☐ Drop off any festive outfits that need to be dry cleaned
- ☐ Plan the holiday menus and guest lists; order any turkeys, hams or specialty foods
- ☐ Set up a wrapping station in a low traffic area of your home and wrap gifts as you buy them
- ☐ Set up a hiding spot or gift area for gifts as you buy and wrap them
- ☐ Complete as much shopping as you can online – it saves you time – and search for coupons, sales and free shipping
- ☐ Plan out your holiday baking – collect recipe and determine quantities
- ☐ Take inventory of baking supplies and replace those that are running low
- ☐ Unpack decorations and decorate the house, interior and exterior

SECOND WEEK OF DECEMBER

- ☐ Complete as much shopping as you can online – it saves you time – and search for coupons, sales and free shipping
- ☐ Complete 1st part of the holiday cleaning – start with infrequently used rooms and areas.
- ☐ Dedicate a day or two (depending on how much you need) to do your holiday and cookie baking. Set some aside as family treats and package the rest to give as gifts to neighbors, friends, coworkers, and service people.
- ☐ Prepare freezer meals for quick dinners during the holiday hustle and Bustle



Christmas Planning Checklist

- ☐ Confirm guest list
- ☐ Finish planning the holiday menus and assign any contribution dishes to family members and guests.

THIRD WEEK OF DECEMBER

- ☐ If traveling, print out boarding passes and check in online to save time. Try to pack everything into a carry on to save time and hassle at bagging.
- ☐ Finish wrapping any gifts that haven't been wrapped.
- ☐ Clean the rest of the house that you didn't cover the first time through
- ☐ Ship or schedule a shipping pick up for any last minute gifts. The shipping deadline is often around 12/20.
- ☐ Wash, iron and prep any table linens that you will be using.
- ☐ Shop for any non-perishable food needed to complete your holiday Menus
- ☐ If making a turkey, allow at least 4 days to thaw

CHRISTMAS EVE

- ☐ Plan and prepare a simple dinner – one of those freezer meals you prepared ahead of time would be great
- ☐ Prepare any pies, desserts and sides that you can to make the holiday meal preparation easier.
- ☐ If you enjoy a breakfast casserole on Christmas morning, prepare that now.

CHRISTMAS DAY

- ☐ Eat your already prepared Christmas morning breakfast, or let the family enjoy a quick, simple breakfast to save room for the big meal.
- ☐ Enjoy the holiday!



December 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Notes:			Special Events:			
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	Recipes to try this month:			

Holiday Budget Planning

FOOD	ESTIMATED	SPENT	DIFFERENCE	NOTES
Thanksgiving				
Baking				
Christmas				
Hanukkah				
New Years				
Other:				
Other:				
Other:				
Other:				

[illegible]

CHRISTMAS GIFTS LIST

Name:

Gift:

Purchased:

Spent:

[illegible]

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CHRISTMAS GIFTS LIST

Name:

Gift:

Purchased:

Spent:

[illegible]

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Black Friday Shopping Planner

[illegible][illegible][illegible]

Black Friday Shopping Planner

[illegible][illegible][illegible]

CYBER MONDAY SHOPPING PLANNER

[illegible][illegible][illegible]

CYBER MONDAY SHOPPING PLANNER

[illegible][illegible][illegible]

Holiday Events: Special Dates and Events to Remember

Event: Address: Date: Time: Cost:

NOTES:



POTLUCK HOST MENU PLANNING

DATE: _____ TIME: _____ # GUESTS: _____

APPETIZERS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SOUPS & SALADS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SIDE DISHES:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

SAUCES & DRINKS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

MAIN DISHES:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

BREADS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

DESSERTS:

WHO IS BRINGING:

NOTES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

HOLIDAY PARTY PLANNING

EVENT: _____ # GUESTS: _____
DATE: _____ TIME: _____
LOCATION: _____

GUEST LIST:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

DECORATIONS:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ACTIVITIES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

MENU:

_____	_____	_____
_____	_____	_____
_____	_____	_____

TO DO LIST:

☐ _____	☐ _____	☐ _____
☐ _____	☐ _____	☐ _____
☐ _____	☐ _____	☐ _____
☐ _____	☐ _____	☐ _____

CHRISTMAS MENU PLANNING

DATE: _____ TIME: _____ LOCATION: _____ # GUESTS: _____

APPETIZERS:

RECIPE SOURCE:

NOTES:

SOUPS & SALADS:

RECIPE SOURCE:

NOTES:

SIDE DISHES:

RECIPE SOURCE:

NOTES:

SAUCES & DRINKS:

RECIPE SOURCE:

NOTES:

MAIN DISHES:

RECIPE SOURCE:

NOTES:

BREADS:

RECIPE SOURCE:

NOTES:

DESSERTS:

RECIPE SOURCE:

NOTES:



GROCERIES LIST

[illegible]



Happy New Year

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New Year's Planning Checklist

FIRST WEEK OF DECEMBER

- ☐ Begin plans now because this entire month is busy!
- ☐ Drop off any festive outfits that need to be dry cleaned
- ☐ Plan the holiday menus and guest lists; order any turkeys, hams or specialty meats/foods
- ☐ Plan out your baking – collect recipe and determine quantities
- ☐ Set the date and send out invitations (verbal, email, or mail)

SECOND WEEK OF DECEMBER

- ☐ Confirm guest list
- ☐ Finish planning the holiday menus and assign any contribution dishes to family members and guests (especially if you're planning a potluck).

LAST WEEK OF DECEMBER (after Christmas)

- ☐ Plan your contribution for the party and do your grocery shopping about 3 days before the party

DAY BEFORE THE PARTY

- ☐ Clean the house – straighten up from the holiday, sweep, vacuum, mop, bathrooms and dust
- ☐ Prepare any of your contribution dishes that you can to make the party preparation easier.

PARTY DAY

- ☐ Enjoy the party!



HOLIDAY PARTY PLANNING

EVENT: _____ # GUESTS: _____
DATE: _____ TIME: _____
LOCATION: _____

GUEST LIST:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

DECORATIONS:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ACTIVITIES:

_____	_____	_____
_____	_____	_____
_____	_____	_____

MENU:

_____	_____	_____
_____	_____	_____
_____	_____	_____

TO DO LIST:

☐ _____	☐ _____	☐ _____
☐ _____	☐ _____	☐ _____
☐ _____	☐ _____	☐ _____
☐ _____	☐ _____	☐ _____

POTLUCK HOST MENU PLANNING

DATE: _____ TIME: _____ # GUESTS: _____

APPETIZERS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

SOUPS & SALADS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

SIDE DISHES:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

SAUCES & DRINKS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

MAIN DISHES:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

BREADS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

DESSERTS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

POTLUCK HOST MENU PLANNING

DATE: _____ TIME: _____ # GUESTS: _____

APPETIZERS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

SOUPS & SALADS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

SIDE DISHES:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

SAUCES & DRINKS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

MAIN DISHES:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

BREADS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

DESSERTS:	WHO IS BRINGING:	NOTES:
_____	_____	_____
_____	_____	_____
_____	_____	_____

GROCERIES LIST

[illegible]

Tips & Resources

- If you prefer to use apps instead of paper for keeping track of your gifts, here are a few free apps to check out to help you stay organized!
 - **iOS Apps**
 - **Santa's Bag** - keep track of just what each person wants, how many gifts you've gotten them, how much you want to spend, and even if you've wrapped the gift or not
 - **Gift It** - You can rank your gift lists in order of completeness so that you know who you have to seriously shop for.
 - **GiftPlanner** — the Granddaddy of all the gift-list apps. It covers all holidays, events, and birthdays you have to buy for; lets you balance the budget for each; has a bookmarklet that adds items to your lists while you browse online; and can even send gift cards from right from the app. Also, if you're awful at remembering what gift is for who after it's wrapped, you can snap a photo and store the info.
 - **Android Apps**
 - **Christmas Gift List** — Buying and budgeting is made easy (for this year and next year) since this app archives your list to remind you of the favorite items of your favorite people. I love that this app is also password-protected to keep what's wrapped up under wraps.
 - **Christmas List Snowball** — keep your stress from snowballing with this app. It shows a summary, including the user's budget and actual money spent, how many people are still giftless, how many recipients are over budget, and who's receiving the most expensive gift. Once purchased, each gift can be checked off as wrapped and ready to go.

THANK YOU for using this packet! It's time to make your life easier in other areas as well! Please use the code **THANKYOU** in **my shop** to receive 20% off any item! **www.madeinapinch.com/shop**