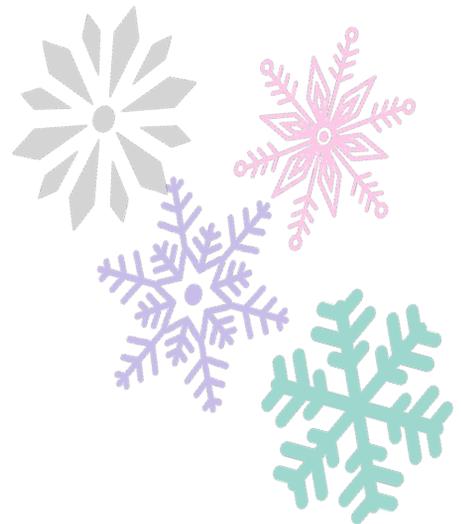
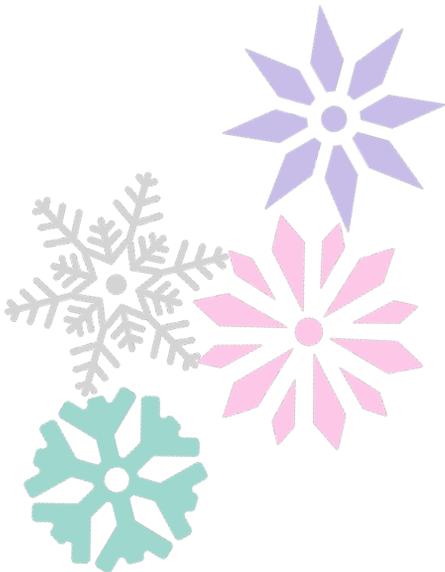


December Holiday Planner



Copyright and Bio

Copyright 2021 Eileen Roth Everything in its Place®

Clip art graphics from Digital Papers and Twingenuity graphics

All rights reserved. This document may **not** be copied, reproduced or distributed manually or electronically to others. It's for personal use only. You do not have the right to sell nor resell this document.

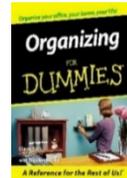


Everything in its Place®



Eileen Roth

Your Tour Guide for Success



As the author of *Organizing For Dummies*®, Eileen Roth demonstrates how to be more productive, reduce your stress, and save time and money so you can enjoy your life.

She named her company Everything in its Place® because she truly believes that you can find a place for everything. Eileen is a national speaker, trainer and productivity expert in the areas of:

Office Organization Time Management Home Organization.

She has appeared on the:

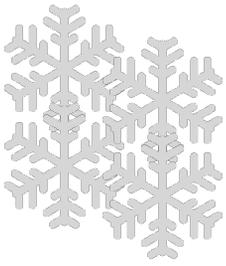
Today Show, Oprah, Fast Company, ASTD's Training & Development (now ATD), Office Pro Successful Meetings, Self, Real Simple, Woman's Day, Men's Health, Chicago Tribune, LA Times, Washington Post, etc.

Everything in its Place®

EverythingInItsPlace.net

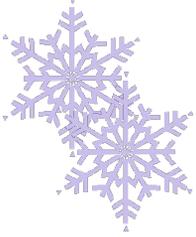
Household Prep

v	Things To Do
	Clean house: dust, vacuum, wash floors
	Setup guest room
	Setup guest bath towels
	Guest bathrooms: guest towels / napkins for T-day
	Borrow / rent tables and chairs
	Setup decorations – inside, outside
	Seating Chart / Place cards
	Set Table: linen, napkins, silverware, centerpieces
	List times for T-day sports games or Hallmark movies
	Schedule cooking times for T-day



Holiday Activities

Day	Activity
	Walk / Run / Jog
	Hike
	Bike
	Canoe
	Camping
	Roller Skating / Blading
	Ice Skating
	Bowling
	Tennis
	Golf / Mini Golf
	Go Karts / Amusement Park
	Attend / Watch a Sport Game
	Ski / Snowboard
	Build a Snowman
	Swim
	Theater / Concert
	Movies
	Museums / Craft Place
	Board Games; Charades, Card Games
	Croquet, Badminton



Holiday Week Daily Plans

Sunday

Monday

Tuesday

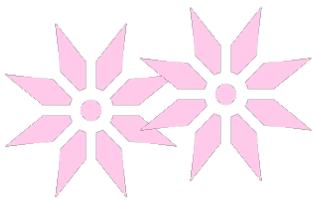
Wednesday

Thursday

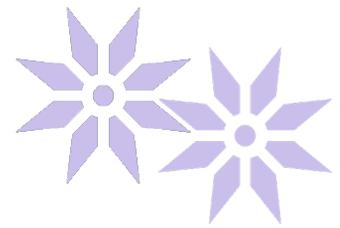
Friday

Saturday

Sunday



Menu

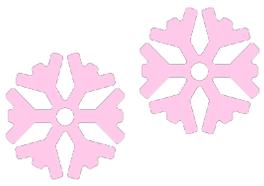


Appetizers	Snacks

Salads	Side Dishes / Rolls

Main Dishes	Drinks
	Coffee / Teas
	Sugar / Cream
	Milk
	Pop / Soda
	Liquor

Desserts	



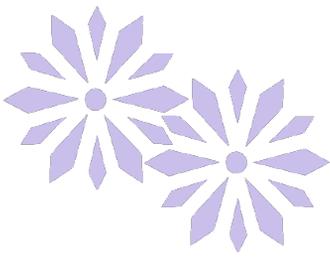
Prepare Ahead Food & Wrapping

1-2 Weeks Ahead	

Weekend Ahead	

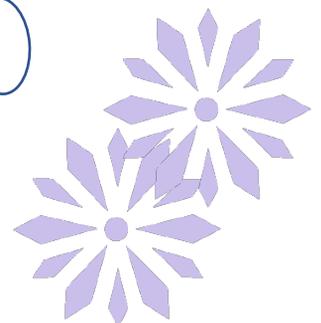
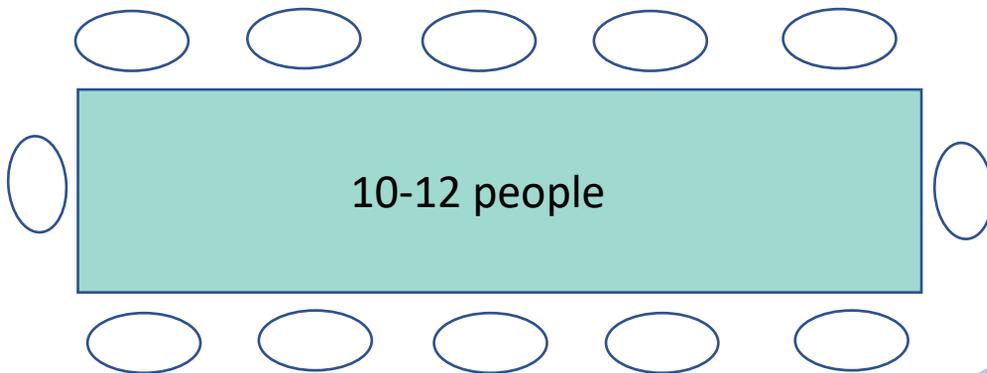
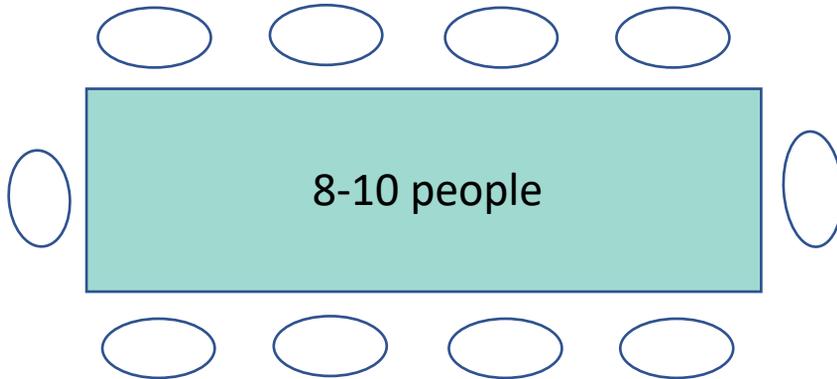
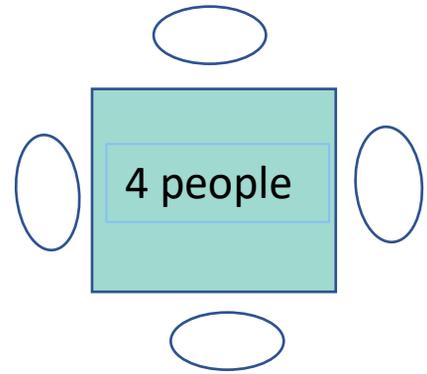
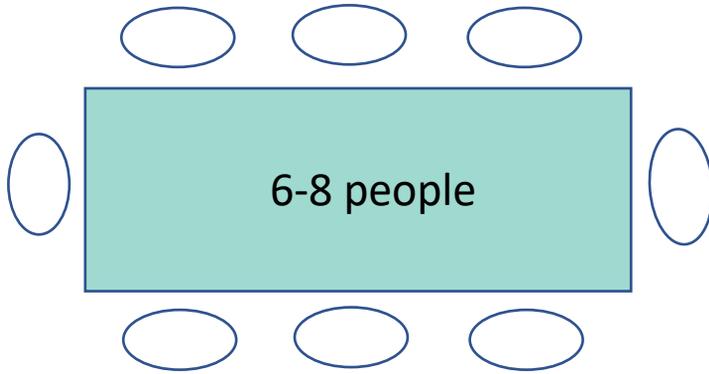
Day Before	

Holiday	

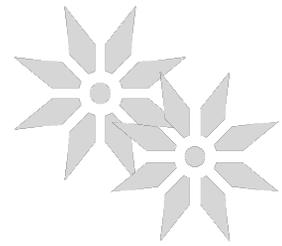


Seating Charts

Make any combination or push two tables together taking off inner seats to make a longer table.



Shopping List



✓	Item
	Appetizers
	Condiments / Spices
	Salads / Dressings
	Drinks
	Milk
	Coffee
	Teas
	Sugar - Cream
	Pop / Soda
	Liquor

✓	Item
	Main Dishes
	Sides / Rolls
	Stuffing
	Gravy
	Rolls
	Desserts
	Other
	Cards
	Wrapping Paper
	Ribbons / Bows
	Tape
	Decorations

