**To Do Months Ahead or All Year**

* Write gift list
* Buy gifts
* Create address labels to send holiday cards
* Order return address labels for holiday cards

**Eight Weeks Ahead**

* Get pictures taken for holiday card
* Plan your event (see event planning post)
* Plan your trip if you’ll be away for the holiday (see this post)

**Six Weeks Ahead**

* Order / buy holiday cards
* Buy hostess gifts
* Buy decorations
* Choose a non-profit to which to donate or volunteer for the holiday

**Four Weeks Ahead**

* Send holiday cards
* Buy holiday outfits
* Decorate
* Buy and decorate tree
* Holiday traditions (see this post)

**Three Weeks Ahead**

* Make homemade gifts
* Plan holiday meals

**Two Weeks Ahead**

* Complete buying all gifts
* Do all baking: holiday cookies, baking for parties
* Wrap gifts (remember to include gift receipts!)
* Plan holiday meal

**One Week Ahead**

* Buy all groceries for holiday meal
* Begin cooking holiday meal

**Last Few Days**

* Finish cooking holiday meal
* Enjoy your time with friends and family

**After the Holidays**

* Buy sale items (decorations and gift wrap)
* Return gifts