



SmartyPantsKitchen



The Ultimate Holiday Preparation Guide

Hosting for the Holidays?

Don't sweat it...we've got you
covered with the only holiday
planner you'll need!



Planning Timeline



Household Preparation



Guest Room Niceties



Serving Preparation



SmartyPantsKitchen.com



Stress-Free Hosting and Holiday Preparation

Holiday entertaining and hosting doesn't have to be stressful if you make a plan and work your plan! Here, you'll find a two-week plan for getting your home ready to enjoy the holidays with your guests!

Things That Make Your Life Easier on The Day of Feasting

- Chafing Dish/Heated Serving Tray
- Name Placeholders (for large groups)
- Folding Table and Chairs
- Made Ahead Appetizers
- Pre-Set Appetizer and Bar Areas
- Label Serving Dishes with Sticky Notes
- Place serving utensils with respective dishes



Guest Bath & Room Amenities

- Basket with bottled water, aspirin, antacid, fresh fruit and chocolate
- Light Reading Material
- Bedside Lamp
- Nightlight
- Clock/Alarm
- Fan
- Fresh towels and washcloths
- Generic soap (non-fragrant)
- Extra toothbrush, toothpaste
- Extra pillow and blanket
- Area to store luggage
- Diffuser with scented oil
- Extra house slippers, socks, robe

Holiday Timeline Checklist and Planner



Two Weeks Before Holiday

- Plan Menus and Make Grocery List
- Send Table Linens to Dry Cleaners
- Clean Guestroom Bed Linens
- Clean Ceiling Fans
- Clean Out Fireplace
- Check Outdoor Lighting
- Check Window/Door Caulking



One Week Before Holiday

- Clean-Out Refrigerator
- Clean Stove and Oven
- Clean Serving Dishes and Plates
- Dust (check those baseboards, too!)
- Sharpen Knives
- Clean Silver Serving Pieces
- Clean Candle Holders



Three Days Before Holiday

- Buy Grocery Items

Household Necessities

- Kleenex
- Paper Towels
- Trash Bags
- Light Bulbs
- Fire Starter
- Firewood
- Lighter
- Fire Extinguisher
- Leaf/Snow Blower



SmartyPantsKitchen

- Extra Throws for Outdoor Seating
- Extra Dishwasher Soap
- Plastic Baggies for food storage

Food & Beverages & Serving

- Bottled Water
- Fresh Fruit
- Tea
- Coffee
- Cider
- Napkins
- Paper Plates
- Salt & Pepper
- China
- Plastic Cups
- Extra Silverware
- Butter Dish
- Butter Knife
- Bread Basket
- Gravy Boat
- Gravy Ladle
- Eggs
- Butter
- Bread
- Sugar
- Flour
- Milk
- Juice (orange, cranberry, tomato)
- Food Thermometer
- Stock Bar
- Antacids
- Toothpicks
- Bags of Ice
- Garnishes for dishes: parsley, rosemary, kale



Two Days Before Holiday

- Set up Dining and Appetizer Areas
 - Set up linens; place serving utensils and appetizer plates on serving table; label each dish with sticky note (Cheese tray with two small forks)
 - This allows for easy serving, especially if you have an assistant or helper (If offering buffet style, set up buffet area with plates, silverware)
- Set up Beverage Area
 - Stock with glasses, stir sticks, garnishes (olives, limes, lemons, etc.)
 - (Put these in the fridge until serving)
- Grab some flowers from the store; arrange and place throughout common areas
- Place frozen turkey in refrigerator or wait until the next day and thaw it in cold water in sink
- Clean bathrooms and stock with toiletries
- Prepare and freeze breakfast casserole
- Prepare cranberry sauce
- Prepare dips, appetizers and refrigerate



One Day Before Holiday

- If serving turkey, begin to thaw turkey in cold water in the sink
- Prepare side dishes and refrigerate
- Set table(s) with glassware, napkins, centerpiece, silverware, bread/salad plates, unscented candles
- Set up Serving Platters with Serving Utensils



On the Holiday

- Place turkey in oven
- Tidy up Entrance Area (garage, laundry area)
- Blow leaves from entry and outdoor seating areas
- Clean Door Mats
- Vacuum Furniture (remove pet hair)
- Empty dishwasher for easy loading after dinner
- Reheat side dishes and place in warming trays
- Place ice in ice bucket for bar area
- Light the candles, pour the wine and enjoy!