FindMyItem

Number of boxes _____

Where they are kept _____

# Christmas decorations checklist

Pack away in January so you can find everything next December. Check things off as you go.

## Sort

- [ ] Take everything down in one go
- [ ] Keep, repair or give away each decoration
- [ ] Test every set of lights; replace bulbs and fuses
- [ ] Throw away damaged lights, dry wreaths and old candles
- [ ] Write a shopping list for next year and put it in box 1

## Pack by job

- [ ] Tree: lights, baubles, star, stand, skirt and hooks
- [ ] Outside: lights, extension cords, timers and cable ties
- [ ] Table: runner, candle holders, napkins, place cards
- [ ] Advent and doors: calendar, wreaths, stockings
- [ ] What you need first goes on top

## Protect

- [ ] Sturdy bins of one size, clear or labeled, no trash bags
- [ ] Ornaments in their boxes, egg cartons or tissue paper
- [ ] Wind each set of lights around cardboard, plug end first
- [ ] Write on the cardboard where each set goes
- [ ] Wreaths in their own box or hung on a hook

## Label

- [ ] Number every box on the lid and two sides
- [ ] List what is inside, on the box or inside the lid
- [ ] Photograph the contents before you close the lid
- [ ] Mark the fragile boxes and which way is up

## Store

- [ ] Dry place with no big swings in temperature
- [ ] Boxes off the floor, on a shelf or boards
- [ ] Candles in a cool closet, never in a hot attic
- [ ] Batteries out of anything that runs on them
- [ ] All Christmas boxes together, tree box at the front
- [ ] Write down which box is where

## Notes