

December 2024 Organizing Checklist

by Maria Gracia

GetOrganizedNow.com

My NEW December Organizing Checklist provides an organizing TO DO for every day of the month...

- ___ Dec 1 **Start a Gift List:** Begin a holiday gift list with names, gift ideas, and budgets to keep all your planning in one spot. This way, you can avoid last-minute shopping and keep spending in check. Use the [Get Organized Now Christmas Holiday Planner](#) to keep it all organized!

- ___ Dec 2 **Sort Decorations:** Go through your holiday decorations and remove any items that are broken or don't match your current style. Donate gently-used items or dispose of anything that's too worn.

- ___ Dec 3 **Tidy the Entryway:** Clear your entryway to make room for guests' coats, boots, and holiday packages. Add a festive touch with a holiday wreath or a small decoration by the door.

- ___ Dec 4 **Declutter Kitchen Storage:** Clean out one drawer or cabinet in your kitchen to make space for holiday ingredients and cooking essentials. A little extra space will make meal prep feel smoother and less stressful.

- ___ Dec 5 **Check Wrapping Supplies:** Take stock of your [wrapping essentials](#) like tape, tags, and paper. Stock up now to avoid running out in the middle of your wrapping spree.

- ___ Dec 6 **Celebrate St. Nick's Day:** Set out small treats or gifts for loved ones to honor the tradition of St. Nick's Day. This simple gesture adds a bit of festive joy to your family's morning.

- ___ Dec 7 **Dust a Bit:** Dust ceiling fans, lights, and holiday decorations to keep your home looking polished. Dusting now also helps reduce allergens and adds sparkle to your holiday decor.
- ___ Dec 8 **Organize Holiday Cards:** Display holiday cards you've received on a [cardholder](#), string, or festive board. It's a cheerful way to keep friends and family in mind all season.
- ___ Dec 9 **Switch Dish Towels:** Swap out everyday dish towels for some with holiday patterns or colors. This small change can add a cozy holiday vibe to your kitchen.
- ___ Dec 10 **Sort Baking Ingredients:** Go through baking supplies like flour, sugar, and spices, discarding anything expired. Restock essentials so you're ready for holiday baking fun.
- ___ Dec 11 **Donate Winter Clothes:** Start a donation box for gently-used winter clothing to help those in need. Drop it off at a local charity to make a difference in someone's season.
- ___ Dec 12 **Deep Clean the Oven:** Give your oven and microwave a thorough cleaning in preparation for holiday cooking. Removing build-up now will keep your food tasting fresh.
- ___ Dec 13 **Create a Reading Nook:** Set up a cozy reading corner with a blanket, pillows, and your favorite book. This little sanctuary will be perfect for unwinding with a cup of cocoa.
- ___ Dec 14 **Refresh Guest Bedding:** Prepare for guests by washing guest towels, sheets, and pillows. A welcoming set-up can make loved ones feel right at home.
- ___ Dec 15 **Clear Out the Fridge:** Make room in your fridge for holiday treats and leftovers by discarding any expired items. A clean fridge means less time searching and more time enjoying meals.

- ___ Dec 16 **Set Up a Gift-Wrapping Station:** Gather wrapping paper, ribbons, scissors, and tape in one spot. Having all supplies together will make gift wrapping a breeze.
- ___ Dec 17 **Declutter Your Bag:** Clean out your purse or bag to stay organized during holiday shopping and events. A tidy bag can help you find essentials quickly, like your keys and phone.
- ___ Dec 18 **Inventory Pantry Items:** Check pantry staples and make a list for any holiday recipes. This step saves you time and stress as you prepare special dishes.
- ___ Dec 19 **Organize Holiday Photos:** Begin sorting holiday photos into a digital or physical album. This keeps memories safe and makes them easy to share with family.
- ___ Dec 20 **Tidy the Coat Closet:** Declutter your coat closet, removing anything that doesn't belong, and add a festive scent sachet. A clean closet makes it easy to grab coats when heading out.
- ___ Dec 21 **Assemble a Winter Car Kit:** Prepare your vehicle with blankets, a flashlight, and [emergency supplies](#). It's a simple way to stay prepared for unexpected winter weather.
- ___ Dec 22 **Wrap Last-Minute Gifts:** Finish up any last-minute wrapping and add ribbons or bows for extra flair. A well-wrapped gift makes any present feel special.
- ___ Dec 23 **Water Holiday Plants:** Check on holiday plants or greenery to ensure they're thriving. Keeping plants healthy helps your home look fresh and festive.
- ___ Dec 24 **Prepare for Christmas Morning:** Get stockings or last-minute gifts ready and finalize any small holiday details. Take a quiet moment to reflect on the season's joy.

- ___ Dec 25 **Celebrate Christmas Day:** Take time to relax and celebrate with loved ones today. Later in the day, give some gifts you received appropriate display/storage spots in your home.
- ___ Dec 26 **Write Thank You notes:** Write [thank-you notes](#) for any gifts you received to show your appreciation.
- ___ Dec 27 **Label Storage Bins:** Label and organize bins for decorations to keep items tidy and easy to find. This small step will make next year's set-up quick and hassle-free.
- ___ Dec 28 **Sort Holiday Cards:** Go through holiday cards, keeping favorites and recycling the rest. Repurpose pretty cards as gift tags for next year.
- ___ Dec 29 **Clear Your Email Inbox:** Clean up your email inbox. A fresh inbox is a great way to start the new year feeling organized.
- ___ Dec 30 **Store Wrapping Supplies:** Tidy up and store your gift wrap supplies for next year. This will save you time and effort when the next gift-giving season rolls around.
- ___ Dec 31 **Celebrate New Year's Eve:** Set out any party supplies you'll need tonight, like snacks and glasses for toasts. Reflect on the year's highlights and prepare to ring in a fresh start.

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