



HOLIDAY RESPONSIBILITIES

Responsibility	Person	Complete By
Schedule care for care recipient		
Schedule season cleaning help		
Schedule self-care breaks (hair, nails?)		
Decide where spending holidays		
Make travel arrangements		
Find pet sitter		
Decorating inside of home		
Decorating outside of home		
Decorating care recipient home or room		
Establish holiday budget		
Obtain holiday wish lists		
Gift wrap inventory & buy new		
Shopping for child(ren)		
Shopping for maternal parents & grandparents		
Shopping for paternal parents & grandparents		
Shopping for maternal aunts, uncles, nieces/nephews		
Shopping for paternal aunts, uncles, nieces/nephews		
Shopping for cousins		
Shopping for teachers		
Shopping for professional caretakers		
Shopping for close friends/neighbors		
Shopping for boss(es)		
Shopping for host gift(s)		
Assembling gifts (Batteries!)		
Wrapping gifts		
Identify hosted events		
Create menu for hosted event(s)		
RSVP for holiday invites		
Put all holiday events on family calendar		
Order catering, pies, etc.		
Determine holiday guest list		
Notify guests of what to bring		
Mail out of town gifts		
Prepare room(s) for out of town guest(s)		

Responsibility	Person	Complete By
Make room in fridge & pantry		
Grocery shop for holiday week groceries		
Purchase beverages		
Gather games and other entertainment		
Food prep for event		
Pick up ordered food		
Identify assigned buddy for care recipient during hosted event		
Set table		
Record family holiday card & share socially		
Do dishes		
Send thank you texts, emails or cards		