Holiday Dinner Planner

Menu & Food Preparation

Occasion _____ Date _____ Guests _____

Meal time _____

Menu & Contributions

Dish	Prepared or brought by

Make-Ahead Preparation

Task	Date

Cooking & Reheating

Dish	Temperature	Start time	Ready by

Holiday Dinner Planner

Table & Home Preparation

Serving Dishes & Utensils

Menu item	Serving dish	Utensil

Home Preparations

Coats & belongings

Where guests will gather

Small jobs for willing helpers

Final Tasks Before Guests Arrive

Task	When

Time to get ready _____