

JEAN'S THANKSGIVING/HOLIDAY CLEANING AND ORGANIZING CHECKLIST

It's countdown time to one of our beloved major holidays and that usually means we are having company either for a big meal or guests for a few days. To manage the prep of getting your house to be clean and tidy, let's break it down into manageable steps.

Meal only:

- Clean dining room windows** inside and out.
- Remove excess clutter** so there is space on a hutch or sideboard for food, plates, serving dishes. If you don't have one, think of where you'll serve (many people have self-serve in the kitchen) or move platters if you need room on the table.
- Review linens** (placemats, napkins, table cloths) you plan to use and ensure you have enough. Do any need washing?
- Consider buying nice throwaway** dishes and cutlery if you have a big crowd!
- Clean wine glasses, water goblets, platters,** and gravy boats, etc. that you don't use often and may be dusty (or hard to find!). Count cutlery.
- Check that you have enough serving spoons** and forks for the platters and bowls. See if you have silver polish, and if anything needs it.
- Dust table, chairs, vacuum floor** before setting table; check no lights are out in your chandelier/lighting above the table.
- Add some holiday décor or candles** to the room; set table one or two days in advance.
- Set up a bar in the kitchen** near the fridge for self-serve wine, beer, and sodas. Use plastic glasses before the meal to keep it easy.
- Use kitchen table or island for self-serve** dinner or use same for serving appetizers.
- Designate a spot for desserts** (out of the reach of little fingers or dogs!).
- Clean guest bathroom** – sink, vanity, floor, and toilet (leave the tub/shower if you are busy and no one will be using it – pull the shower curtain across). Put out a fresh or extra roll of toilet paper and a can of room deodorizer.
- Vacuum front entranceway** and living room; mop kitchen floor – basically just do the areas you'll be using if you run out of time. Run a dust rag over furniture in rooms that will be used.
- Sweep front entrance** outside.

Guest Staying:

- In addition to above, **clean the shower/tub** for the guest bathroom.
- Put a nightlight in the bathroom** or hallway for your guest.
- Clean bedroom** the guest will be using (fresh sheets, dust, vacuum, and make space in the closet (add a few hangers); bring out an extension cord for guests to use to charge phones and tablets; and make sure there is place for the guest to put their suitcase.
- If time, leave a few magazines** in their room; a bottle of water by the bedside and some toiletries from hotels in the bathroom! Leave the password for the Wifi.