



Holiday Card Planning

Supplies if you are creating your cards	<ul style="list-style-type: none"> <input type="checkbox"/> Paper <input type="checkbox"/> Envelopes <input type="checkbox"/> glitter/markers/paint <input type="checkbox"/> Rubber stamps <input type="checkbox"/> Decide design and begin creating as soon as possible.
Card	<ul style="list-style-type: none"> <input type="checkbox"/> Design: <input type="checkbox"/> Photo: <input type="checkbox"/> On-line Store:
Photos/Photo Session	<ul style="list-style-type: none"> <input type="checkbox"/> Choose Photographer and book for September/October shoot <input type="checkbox"/> Photographer name and number: <input type="checkbox"/> Look through photos from vacations and major events. Make decisions and place all photos in the "running" in a folder on the desktop
Address Book and Postage	<ul style="list-style-type: none"> <input type="checkbox"/> Update Address Book in July <input type="checkbox"/> Figure the number of cards to be sent <input type="checkbox"/> Purchase labels <input type="checkbox"/> Print labels in November <input type="checkbox"/> Begin purchasing postage each time you go to the grocery store starting in July or August.
Newsletter	<ul style="list-style-type: none"> <input type="checkbox"/> Start drafting out the events from the past 6 months. <input type="checkbox"/> Add events/photos after they happen <input type="checkbox"/> Determine paper to print letter <input type="checkbox"/> Print in mid November
Thank You Cards	<ul style="list-style-type: none"> <input type="checkbox"/> Begin checking your favorite stores <input type="checkbox"/> Purchase as you see what you like

Item	Budget	Actual	Difference	Notes
Cards				
Supplies (Labels, envelopes, etc)				
Newsletter				
Photos				
Postage				
Thank You notes				