

## Seasonal Calendar

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### January

- ☐ Review and update the household contact sheet
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- ☐ Set up this year's family calendar with birthdays, school breaks, and known dates
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- ☐ Gather last year's household paperwork into one labeled folder; ask a tax professional what to keep
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- ☐ Pack holiday decorations into labeled bins, donating what you no longer use
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- ☐ Check winter supplies: ice melt, snow shovel, flashlights, and spare batteries

### February

- ☐ Hold a photo-organizing session during this quiet month
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- ☐ Clear out the refrigerator, freezer, and pantry
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- ☐ Sort the entryway: dry out boots, wash hats and gloves, return what is not in use
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- ☐ List spring projects and mark which ones need a qualified professional
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- ☐ Review household manuals and warranties folder; recycle ones for items you no longer own

## March

- ☐ Test smoke and carbon monoxide alarms per manufacturer instructions when clocks change
- ☐ Reset clocks on appliances and in the car
- ☐ Start the seasonal clothing swap: set aside heavy winter clothes for cleaning and storage
- ☐ Schedule air conditioning service with a qualified technician before the warm season
- ☐ Walk outdoor paths after winter and note any damage for a professional

## April

- ☐ Spring cleaning: choose one room per weekend
- ☐ Look at gutters from the ground; hire a professional for any ladder work
- ☐ Take donations collected over the winter to a drop-off location
- ☐ Wash ground-floor windows and screens you can reach from the ground
- ☐ Bring out and wipe down outdoor furniture and garden tools

## May

- ☐ Plan summer family gatherings and travel dates on the shared calendar
- ☐ Check that outdoor lights along walkways are working; replace bulbs you can reach from the ground
- ☐ Sort the garage or shed and label bins
- ☐ Check or replace heating and cooling filters per manufacturer instructions
- ☐ Finish the clothing swap: store winter clothes in labeled bins

## June

- ☐ Do a room-by-room walk-through during the long daylight hours
- ☐ Gather summer activity supplies (sunscreen, water bottles, outdoor games) in one bin
- ☐ Review the household reference binder and update anything out of date
- ☐ Add back-to-school dates to the family calendar as soon as they are announced
- ☐ Clean out the freezer before summer cookouts

## July

- ☐ Do a mid-year check on the weekly routine and who does what
- ☐ Hold a second photo-organizing session for this year's photos
- ☐ Before any travel, arrange mail pickup, plant watering, and a contact for a neighbor
- ☐ Sort children's clothing and school supplies ahead of back-to-school shopping

## August

- ☐ Add school and child care numbers to the household contact sheet
- ☐ Set up a homework or backpack spot near the entryway
- ☐ Review fall calendars: school events, sports, and appointment times
- ☐ Restock household basics before the busy season (paper goods, cleaning supplies)

## September

- ☐ Begin the fall clothing swap: bring out warmer layers, store summer clothes
- ☐ Clean and store summer gear, pool items, and outdoor games
- ☐ Check doors and windows for drafts and note them to discuss with a professional
- ☐ Start Thanksgiving or fall gathering plans: guest list and who brings what
- ☐ Plan leaf cleanup and arrange help if needed

## October

- ☐ Schedule heating system service with a qualified technician
- ☐ Check outdoor and entryway lighting as evenings get darker
- ☐ Arrange fall gutter cleaning with a professional; do not do ladder work yourself
- ☐ Drain and store garden hoses and cover or store outdoor furniture
- ☐ Move winter gear (coats, gloves, hats) to the entryway

## November

- ☐ Test smoke and carbon monoxide alarms per manufacturer instructions when clocks change
- ☐ Reset clocks on appliances and in the car
- ☐ Plan the holiday season: dates, meals, travel, and who does what
- ☐ Arrange snow removal help for walkways and driveway if you live in a snowy area
- ☐ Clear guest room or sleeping space for holiday visitors

## December

- ☐ Put holiday plans on the weekly planner, week by week
- ☐ Label holiday decoration bins as you unpack them, noting what is missing or broken
- ☐ Start a list of next year's household dates and appointments
- ☐ Set aside a folder for this year's household paperwork
- ☐ Plan a family photo or recipe session while relatives are together

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General information only, not medical, legal, financial, or professional safety advice. In an emergency, call 911.