

Holiday pack-away checklist

Pack it once. Find it next December without opening every bin.

BIN	WHAT GOES IN	PHOTOGRAPH BEFORE CLOSING	LIVES WHERE
☐ Lights	Indoor and outdoor strings, extension cords, timers, spare bulbs and fuses	Each string before you wind it, and the timer settings	_____
☐ Ornaments	Glass ornaments (wrapped), keepsakes, hooks, the tree topper	Each layer before the next one goes on	_____
☐ Wreaths and outdoor	Wreaths, garland, door hangers, yard stakes, inflatables with their fans	How the outside looked, so it goes back up the same way	_____
☐ Tree stand and skirt	Stand, screws, skirt, tree bag, the tool you need to set it up	The stand with all its parts together	_____
☐ Stockings and small decor	Stockings and holders, advent calendar, figurines, candles	The mantel or shelf before it came down	_____
☐ Gift wrap	Paper, tape, tags, ribbon, gift bags, scissors	What's running low, for next year's list	_____
☐ Table and kitchen	Tablecloth, napkins, serving platters, cookie cutters, holiday mugs	The set table, if you liked it	_____
☐			_____

Before you close each bin

- ☐ Give it a number and write the shelf or room on the outside.
- ☐ Throw out broken light strings and dead batteries now, not next December.
- ☐ Put what goes up first (tree stand, lights) in the bin you'll reach first.
- ☐ Tape a note inside the lid: what's missing or what to buy.
- ☐ Keep anything fragile in its own bin, marked on every side.

Next December, search instead of digging. BoxBuddy keeps what's in every bin on your phone. Type "tree skirt" and it shows the bin and the shelf.

Room-by-room moving checklist

Know what's in every box before the truck shows up.

4 weeks out

- ☐ Book the movers or the truck.
- ☐ Get boxes, tape, a marker and labels.
- ☐ Pick a numbering system: room plus number, like KITCHEN 4.
- ☐ Start with the rooms you use least.

1 week out

- ☐ Photograph the back of the TV and router before unplugging.
- ☐ Photograph furniture before taking it apart. Bag the screws and tape the bag to the piece.
- ☐ Photograph any scuffs or damage, before and after.

Room by room

ROOM	PACK EARLY	PACK LAST	WATCH OUT FOR
Kitchen	Small appliances, extra dishes, pantry backups	Kettle, one pot, one pan, a plate and cutlery each	Plates on their side. Seal open bottles under the cap with plastic wrap
Bedrooms	Off-season clothes, books, decor	Bedding, tomorrow's clothes	Hanging clothes go straight into a bag, hangers and all
Bathroom	Backup toiletries, spare towels	Daily toiletries, medication	Medication travels with you, not on the truck
Living room	Books, framed art, decor	Remotes, chargers	Label every cable and bag it with its device
Kids' rooms	Toys they won't miss this week	The favourite toy, the night light	Let them pack and label one box themselves
Garage	Tools, seasonal gear, sports equipment	Cleaning supplies	Check what your movers won't take: fuel, propane, paint
Office	Files, archives, spare supplies	Laptop, work bag	Back up the computer before moving day

The first-night box · packed last, opened first

- ☐ Toilet paper
- ☐ Phone chargers
- ☐ Medication
- ☐ Toothbrushes and toiletries
- ☐ A change of clothes each
- ☐ Sheets and a pillow for each bed
- ☐ Towels, shower curtain and rings
- ☐ Kettle, coffee or tea, mugs
- ☐ Snacks and water
- ☐ Box cutter, screwdriver, hex keys
- ☐ Light bulbs
- ☐ Cleaning wipes, garbage bags
- ☐ Pet food and bowls
- ☐ Documents and keys (keep these with you)

"Label by room" gets the box to the right room. It doesn't tell you which box has the kettle. BoxBuddy keeps the contents of every box on your phone, so you can search instead of opening twelve boxes marked KITCHEN.

Room labels

Print at 100% (not "fit to page"). Cut on the dashed lines and tape to two sides of each box.

Kitchen Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first	Living room Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first
Main bedroom Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first	Bedroom 2 Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first
Bathroom Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first	Office Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first
Garage Box # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first	Holiday Bin # _____ of _____ Inside: _____ ☐ Fragile ☐ This side up ☐ Open first