

Christmas Dinner Planner Printable (Free PDF)

Plan Christmas Eve or Christmas Day dinner on one sheet: who is coming, what you are serving and when each dish needs the oven. It is a planning sheet, not a recipe or cooking guide.

Basics

- ☐ Meal: Christmas Eve / Christmas Day / brunch: _____
- ☐ Serving time: _____
- ☐ Guest count (adults / kids): _____
- ☐ Host and kitchen helpers: _____
- ☐ Budget notes: _____

Guests and table

- ☐ Confirm the guest list and arrival times
- ☐ Note dietary needs and allergies
- ☐ Assign dishes if guests are bringing food
- ☐ Plan seating, extra chairs and a kids' table if needed
- ☐ Count plates, glasses, cutlery and serving dishes
- ☐ Table extras: crackers, candles, place cards, centerpiece

Menu

- ☐ Starters or appetizers: _____
- ☐ Main: _____
- ☐ Sides: _____
- ☐ Sauces and gravy: _____
- ☐ Bread or rolls: _____
- ☐ Dessert: _____
- ☐ Drinks, including non-alcoholic: _____
- ☐ Make-ahead or freezer items: _____

Shopping and prep

- ☐ Write the full grocery list from the menu
- ☐ Order or reserve the main early if your store takes orders
- ☐ Buy drinks and non-perishables the week before
- ☐ Check fridge and freezer space
- ☐ Allow thawing time for anything frozen (check the package or recipe)
- ☐ Prep and chop the day before where possible
- ☐ Set the table the night before

Oven and cooking timeline (fill in)

- ☐ ____ Main goes in
- ☐ ____ Sides go in or start on the stovetop
- ☐ ____ Main rests; oven free for sides and rolls
- ☐ ____ Gravy and sauces
- ☐ ____ Plating and call to table
- ☐ ____ Dessert and coffee

After dinner

- ☐ Clear fridge space for leftovers
- ☐ Containers for guests to take food home
- ☐ Dishwasher or washing-up plan
- ☐ Note what to repeat next year