



ANNUAL CHECKLIST

TASKS

- PURGE/ADD DOCUMENTS TO THE LIFE AND FAMILY DOCUMENT BINDERS
- PURCHASE/PLAN VALENTINE'S DAY GIFTS AND GOODIES
- SHRED PAPERWORK
- PLAN FAMILY BIRTHDAYS
- TAXES: ORGANIZE TAX DOCUMENTS, FILE HOMESTEAD DECLARATION, COMPLETE, AND SCAN TAXES
- CAR: SCHEDULE OIL, TIRE, INSPECTION, PURCHASE REGISTRATION, CHECK LICENSE EXPIRATION, REVIEW INSURANCE, ETC
- PURCHASE EASTER GOODIES
- MEDICAL: SCHEDULE ANNUAL DOCTOR AND DENTIST APPOINTMENTS
- PLAN YARD PROJECTS
- SCHEDULE ANNUAL FAMILY PHOTOS
- BUY SCHOOL SUPPLIES AND CLOTHES
- BUY HALLOWEEN COSTUMES
- BUY SNOWSUITS AND BOOTS
- PURCHASE CHRISTMAS GIFTS
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