



LIST PLANIT

lists to put your world in order

SAMPLE LISTSEPLANNER



Copyright © 2007-2012 List Plan It, LLC . All rights reserved. This ePlanner may be reprinted and distributed in electronic, print, web, or other format. If you find this ePlanner useful, please visit www.ListPlanIt.com to discover hundreds more lists and planning pages to organize your life and put your world in order!

TABLE OF CONTENTS

<u>PAGE</u>	<u>LIST</u>
3	MEDICAL QUICK LIST (CONTACT INFORMATION)
4	ONE-ON-ONE JOURNAL (FAMILY MATTERS)
5	GIFTS FUND WORKSHEET (HOLIDAYS & OCCASIONS)
6	WEEKLY CLEANING CHECKLIST (HOME MANAGEMENT)
7	GROCERY LIST BY AISLE (MEAL PLANNING)
8	BUCKET LIST (PERSONAL INTERESTS)
9	DAILY ACTIVITY (TIME MANAGEMENT)
10	PACKING LIST B (TRAVEL PLANNING)

MEDICAL QUICK LIST

Name	Telephone # Address	Remarks
Primary Doctor		
Ob/Gyn		
Doctor		
Doctor		
Dentist		
Optometrist		
Veterinarian		
Hospital		
Clinic		



Find this page in full in **Contact Information** & hundreds more lists, checklists, schedules, inventories, & to dos, all geared toward helping you live a more organized life, at ListPlanIt.com.

ONE-ON-ONE JOURNAL

NAME _____

	<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				



Find this page in full in **Family Matters** & hundreds more lists, checklists, schedules, inventories, & to dos, all geared toward helping you live a more organized life, at ListPlanIt.com.

GIFTS FUND WORKSHEET

Christmas	Estimated	Actual
Immediate Family		
Extended Family		
Friends		
Other		

Birthdays	Estimated	Actual
Immediate Family		
Extended Family		
Friends		
Other		

Special Occasions	Estimated	Actual
Anniversaries		
Weddings		
New Babies		
Graduations		



Find this page in full in **Holidays & Occasions** & hundreds more lists, checklists, schedules, inventories, & to dos, all geared toward helping you live a more organized life, at ListPlanIt.com.

WEEKLY CLEANING CHECKLIST

DAILY

- Make bed
- Do the dishes
- Laundry
- Collect trash
- Wipe down countertop & appliances
- Wipe down bathroom surfaces
- Sweep / Vacuum
- Pick up and put away

MONDAY
KITCHEN & DINING ROOM

- Sweep & mop
- Clean out refrigerator
- Clean out/organize cabinets & pantry
- Clean oven & microwave
- Wipe down cabinets
- Wipe down furniture & baseboards
- Clean windows

TUESDAY
ENTRYWAY/LIVING ROOM(S)

- Sweep &/or mop
- Vacuum furniture & curtains
- Dust
- Dust ceiling fan, light fixtures
- Organize media & storage
- Wipe down baseboards & door(s)
- Clean windows

WEDNESDAY
MASTER BED & BATHROOM

- Sweep &/or mop
- Vacuum furniture & curtains
- Dust/wipe down baseboards/moulding
- Dust ceiling fan, light fixtures
- Clean vanity, tub/shower, & toilet
- Change sheets & towels
- Clean windows

THURSDAY
BATHROOM(S)

- Sweep &/or mop
- Clean vanity, tub/shower, & toilet
- Wipe down baseboards & door(s)
- Organize medicine cabinet/vanity
- Wash towels & rugs
- Empty trash
- Clean windows

FRIDAY
OFFICE

- Sweep &/or mop
- Vacuum furniture & curtains
- Wipe down baseboards & door(s)
- Dust furniture, ceiling fan, light fixtures
- Organize filing cabinet
- Empty trash
- Clean windows

SATURDAY
OUTDOORS/STORAGE

- Sweep porch and sidewalk
- Manicure grass and beds
- Tend flowers/plants
- Organize basement
- Organize shed or garage

SUNDAY

- _____
- _____
- _____
- _____
- _____
- _____



GROCERY LIST BY AISLE

STORE _____

Aisle 1 -	Aisle 2 -	Aisle 3 -
Aisle 4 -	Aisle 5 -	Aisle 6 -
Aisle 7 -	Aisle 8 -	Aisle 9 -



Find this page in full in **Meal Planning** & hundreds more lists, checklists, schedules, inventories, & to dos, all geared toward helping you live a more organized life, at ListPlanIt.com.

DAILY ACTIVITY

DATE _____

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

To Do	Errands

6:00		1:00	
6:30		1:30	
7:00		2:00	
7:30		2:30	
8:00		3:00	
8:30		3:30	
9:00		4:00	
9:30		4:30	
10:00		5:00	
10:30		5:30	
11:00		6:00	
11:30		6:30	
12:00		7:00	
12:30		7:30	



Find this page in full in Time Management & hundreds more lists, checklists, schedules, inventories, & to dos, all geared toward helping you live a more organized life, at ListPlanIt.com.

PACKING LIST B

NAME _____

CLOTHING

- 1 CASUAL OUTFIT PER DAY OF TRAVEL
- 1 DRESSY OUTFIT
- 1 SWEATER / JACKET
- SWIMWEAR
- UNDERWEAR
- SOCKS
- 3 PR SHOES (ATHLETIC, SANDAL/BOOT, CASUAL)
- PAJAMAS
- BELT
- HAT / GLOVES / SCARF

MEDICATION

- Aspirin / Pain Reliever
- Cold Medicine
- Prescriptions

TOILETRIES

- Comb / Brush
- Deodorant
- Shampoo
- Soap / Face Wash
- Hand Sanitizer
- Toothbrush
- Toothpaste
- Dental Floss
- Makeup
- Razors
- Shaving Cream
- Lotion
- Glasses / Contact Lens Supplies
- Personal Hygiene Items

___ Sunscreen

 ___ _____
 ___ _____

DOCUMENTS

- Tickets
- Itinerary
- Reservations for Hotel / Car Rental
- Directions to Hotel
- Passport
- Identification
- Address Book
- Guidebooks
- Map
- Travel Journal
- Lightweight Book or Magazine to Read

 ___ _____
 ___ _____

ESSENTIALS

- Credit / Debit Cards / Cash /
- First Aid Kit (travel size)
- Digital camera / Charger
- Video Camera
- Pillow Case
- Towel
- Umbrella / Poncho
- Everyday Bag (for carrying necessary day items)
- Sunglasses
- Electrical Converter
- Travel Alarm / Watch
- Laundry Bag
- Cell Phone / Charger

 ___ _____
 ___ _____
 ___ _____
 ___ _____
