

Thanksgiving Hosting Checklist

Everything to do and when to do it, from four weeks out to the last dish.

Four Weeks Out

- ☐ Set the guest list and count adults and kids
- ☐ Pick a dinner time and send invites
- ☐ Decide whether it's a potluck
- ☐ Ask guests about allergies and dietary needs

Three Weeks Out

- ☐ Plan the menu by course
- ☐ Share a dish sign up with a slot for each course
- ☐ Order a fresh turkey or buy a frozen one
- ☐ Set a per-guest share for any shared costs

Two Weeks Out

- ☐ Count chairs, tables, plates, and serving dishes
- ☐ Borrow or buy what's missing
- ☐ Assign helper jobs: carver, drinks, kids' table, and cleanup
- ☐ Plan a game or activity for before or after dinner

One Week Out

- ☐ Check the sign up and fill any open slots
- ☐ Shop for shelf-stable ingredients
- ☐ Clear space in the fridge
- ☐ Confirm which guests need oven time

Four to Five Days Out

- ☐ Move a frozen turkey to the fridge to thaw (about one day per 4 to 5 pounds)

Two Days Out

- ☐ Buy fresh produce and dairy
- ☐ Write your cooking schedule
- ☐ Send guests a reminder with the time and address

Day Before

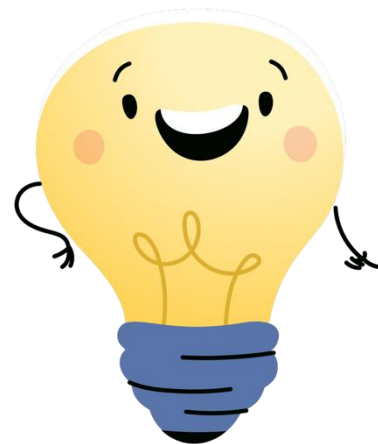
- ☐ Bake pies and make cranberry sauce
- ☐ Prep the stuffing and chop vegetables
- ☐ Set the table and label serving dishes
- ☐ Chill drinks and buy ice

Thanksgiving Day

- ☐ Put the turkey in on schedule
- ☐ Check that the thickest part of the thigh reads 165 degrees
- ☐ Rest the turkey while sides warm in the oven
- ☐ Set out allergen cards next to each dish

After Dinner

- ☐ Refrigerate leftovers within two hours
- ☐ Send guests home with to-go containers
- ☐ Hand the dishes off to the cleanup crew
- ☐ Write down what worked for next year



Hosting Supplies and Sign Up Sheet

Borrow what you need early, then track who is bringing what.

Hosting Supplies

- ☐ Meat thermometer
- ☐ Extra chairs or a folding table
- ☐ Foil and plastic wrap
- ☐ Ice and a cooler
- ☐ Roasting pan with a rack
- ☐ Serving dishes and spoons
- ☐ To-go containers for leftovers
- ☐ Trash bags and dish soap
- ☐ Carving knife and board
- ☐ Gravy boat or pitcher
- ☐ Power strip for slow cookers
- ☐ Napkins and place cards

Who's Bringing What

Guest	Dish or Job	Oven, Stove, or Outlet?