

# 12 Things I Calendar at the End of the Year to Get Organized for the New Year



- Birthdays
- Due dates of bills
- Holidays
- Dry cleaning
- When to make eye and dental appointments



- When to get vaccines
- When to clean/wash car
- When to contact travel agent for vacation plans



- When to monitor goals
- Self-care activities (fine restaurants, spa visits)
- Conferences
- Contacting 2 friends per month, writing 2 thank-you cards per month

- Marketing promotions for book
- Social media posts for holidays
- Tax-related matters
- Spring cleaning
- Monthly/biweekly budgeting



- Insurance renewal dates
- Applying for jobs
- Email inbox organizing days
- Books to read



- Workspace organizing days
- Side business related (blog release days, networking days, marketing systems)