



Christmas Card List Tracker

Who gets one, what you wrote, what is already in the mail

YEAR

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Boxed card sets come with a fixed number, so the fastest way to run out is to start writing before you count. Do the **three numbers** first, then one row per person. Batch each column across the whole list instead of finishing one card at a time.

Count first, write second.

Cards in the box

What the set came with

People on my list

Fill in every name below, then count the rows

Spares left over

Box minus list, so you know who you can still add

#	WHO IT GOES TO	ADDRESS CHECKED	NOTE WRITTEN	SEALED	STAMPED	MAILED	SEND AGAIN
1		☐	☐	☐	☐	☐	☐
2		☐	☐	☐	☐	☐	☐
3		☐	☐	☐	☐	☐	☐
4		☐	☐	☐	☐	☐	☐
5		☐	☐	☐	☐	☐	☐
6		☐	☐	☐	☐	☐	☐
7		☐	☐	☐	☐	☐	☐
8		☐	☐	☐	☐	☐	☐
9		☐	☐	☐	☐	☐	☐
10		☐	☐	☐	☐	☐	☐
11		☐	☐	☐	☐	☐	☐
12		☐	☐	☐	☐	☐	☐
13		☐	☐	☐	☐	☐	☐
14		☐	☐	☐	☐	☐	☐
15		☐	☐	☐	☐	☐	☐
16		☐	☐	☐	☐	☐	☐
17		☐	☐	☐	☐	☐	☐

Cards that came to me

Anyone here who is not on the list above goes straight onto next year's.

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Before you mail the stack

- **Weigh one first.** Take a single filled, sealed envelope to the post office and have it weighed before you stamp all of them.
- **Write, then seal.** A sealed envelope hides an empty row. Finish the whole line before the flap goes down.
- **Keep this sheet.** The send-again column is next year's list, already made.

How to use this: one row per person, top to bottom. Batch each column across the whole list instead of finishing one card at a time, and check the send-again box the moment you decide.

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