# Holiday Decoration Storage

This playbook outlines the steps for storing and organizing holiday decorations to ensure their safety, maintain organization, and improve the efficiency of decoration setup and takedown processes.

### Step 1: Sort

Start by sorting all of your holiday decorations into categories. This includes separating lights, ornaments, garlands, outdoor decorations, and any kind of special items like inflatables or delicate heirlooms.

### Step 2: Clean

Before packing away any holiday item, make sure it's clean and dry. Dust off ornaments, wipe down artificial trees or other large items, and ensure that everything you’re storing away is not holding moisture, which could lead to mold or damage.

### Step 3: Inspect

Check all your decorations for any signs of damage or wear and tear. Test light strands and replace any burned-out bulbs. It's best to repair or toss out any items that are beyond saving now rather than at the beginning of the next holiday season.

### Step 4: Pack

Use the right storage containers for your items. Sturdy plastic bins protect against moisture and pests, while special containers for ornaments and wrapping paper rolls can keep them from getting crushed. Label each container with a description of its contents.

### Step 5: Organize

Arrange your labeled containers within your storage area in a manner that will make it easy to access everything come next holiday. Items that you'll use first should go last into your storage space, so they’ll be readily accessible.

### Step 6: Record

Consider creating an inventory list of your holiday decorations as you store them, noting the contents of each container. Keep this list in a handy place so you can easily refer to it when you need to.

### Step 7: Update

Lastly, if you’ve acquired new decorations, make a plan to update your organization scheme before the next holiday. This might mean getting more containers or reorganizing your current storage space to accommodate the new items.

## General Notes

### Safety First

When handling and storing electrical items like holiday lights, make sure they are unplugged, and there's no risk of electric shock.

### Climate Control

If possible, store your items in a climate-controlled environment to minimize potential damage from extreme temperatures or humidity.