VANTAGE

Give a little thoughtfully

Secret Santa and Christmas planning







A thoughtful questionnaire / gift and budget planner

Order tracker / wrapping checklist

Handmade gifts, shared moments and thank-you notes

Start a little magic

Your printing and personalisation guide

Choose your paper size

Open either A4 or US Letter to match your paper. Each version has the same content. Print single-sided at Actual size / 100%. Turn off Fit, Shrink and borderless enlargement. Leave all printer margins on; no design needs edge-to-edge printing.

Personalise before you print

Download and open the PDF in a desktop PDF reader with form support, such as Adobe Acrobat Reader. Click the name and message lines, type, then Save As a new copy. Reopen it to check your entries. Only marked fields are editable; artwork and other text stay fixed. You can also write by hand.

Paper and finishing

Use ordinary 90-120 gsm paper for activities and letters. For tags, props and cards, use 160-200 gsm cardstock if your printer supports it. Cut on solid outer outlines; fold on dashed lines. An adult handles scissors and small pieces. Keep paper crafts away from flames and young children who mouth objects.

Print a test first

Print this page and measure the line below: it must be exactly 50 mm (about 1.97 inches). Home printers and paper vary; check one page before printing the pack. Colours can differ from the screen. The low-ink edition uses black linework and white backgrounds.

50 mm scale check

For personal household use. Print again for your household; do not resell, redistribute or upload these files. Digital product: no physical items are included.

Secret Santa, tell me...

Favourite things and gentle hints. Share only what you want to.

Name _____

Group budget / currency _____

Favourite colours, hobbies or interests

_____

Favourite snacks or drinks (include allergies / foods to avoid)

_____

Useful little things I would enjoy

_____

A shop, book, game or treat I like

_____

Things I would rather not receive

_____

A non-food or experience gift I would enjoy

_____

The Christmas gift list

Use any currency consistently. Amounts are entered and totalled by hand.

For	Gift idea	Budget	Spent	Done

Currency _____

Total budget _____

Total spent _____

A comfortable budget

Plan what suits you. A thoughtful gift need not cost money.

Category	Planned	Actual	Difference
Gifts			
Cards & postage			
Food & drinks			
Travel			
Decorations			
Activities			
Other			

Overall spending limit

_____

Amount to keep aside

_____

Difference = planned minus actual. A negative number means spending was above the plan. Add the seven planned amounts and compare with your limit. These fields do not calculate automatically.

Parcels on their way

Track gifts without storing payment details.

Gift / recipient	Shop	Order date	Due	Arrived

Chase / collect / return reminders

Wrap, label, deliver

A calm finishing checklist. Write a tick when each step is done.

Recipient / gift	Bought	Wrapped	Labelled	Given

Cards and postal deadlines to check

Gifts from the heart

Plan handmade gifts, favours or time together.

For

Make / do / share

Materials, steps and when

For

Make / do / share

Materials, steps and when

For

Make / do / share

Materials, steps and when

Remember to say thank you

A small note can mean a great deal.

Who to thank	For	How / when	Sent

A simple beginning: "Thank you for... I especially loved... It was kind of you to think of me."