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How to Organize a Cookie Swap

Two to Three Weeks Before:

- ☐ Send out [invites](#), and remind guests to bring copies of their recipe for sharing.
- ☐ Plan menu.

Five to Seven Days Before:

- ☐ Prepare dough for cookies; freeze.
- ☐ Create labels for cookie display.
- ☐ Gather wrapping and packaging materials.

One Day Before:

- ☐ Set up platters, cake plates, and other dishware.
- ☐ Buy and assemble decorating supplies -- icing, decorative sugar, candy, etc.

Day of Party:

- ☐ Make snacks and drinks for guests.
- ☐ Bake cookies -- allow time to cool for decorating.