



Cookie Swapping 101

Hosting a cookie swap can be a fun way to enjoy time with friends. In addition you'll get to enjoy cookies you didn't have to bake.

You can plan your cookie swap to be as simple or as elaborate as you wish. You can include children by setting up a table with icing, sprinkles and store bought gingerbread men cookies.

Empty aluminum foil boxes work well to store cookies. Take the cardboard roll out and insert wax paper. You can decorate the outside of the box by wrapping them with holiday paper if you wish.

Done	What To Do When
	One Month Before
<input type="checkbox"/>	Make a list of (8-12) guests and send/email invites
<input type="checkbox"/>	Typically each person will bring a dozen cookies per guest – so a swap of 10 means you bake 9 dozen to swap plus enough for yourself. (A half dozen works better for larger groups.)
<input type="checkbox"/>	Decide if you'll make any special requests like no slice and bake cookies. Or if you'll simply leave it up to the guests to decide.
<input type="checkbox"/>	Request the guest brings: <ol style="list-style-type: none"> 1. a copy of the recipe for each person 2. their cookies on a tray 3. storage containers or zip baggies to transport swap cookies
	Two Weeks Before
<input type="checkbox"/>	Confirm who is planning on attending.



<input type="checkbox"/>	In an effort to prevent duplicates you can ask the baker to tell you what he or she is baking or you can leave it up to chance.
<input type="checkbox"/>	Start to gather extra food storage containers for cookies.
<input type="checkbox"/>	Decide on your own cookie recipe then buy ingredients.
<input type="checkbox"/>	Set a menu of handheld snacks if you plan to serve food. Plan drinks or go with one signature drink or even hot cocoa.
	One Week Before
<input type="checkbox"/>	Set out a spare folding table.
<input type="checkbox"/>	De-clutter your kitchen counters, table and dining table to use as display areas for the cookies.
<input type="checkbox"/>	Buy extra plastic wrap and storage bags.
	Two Days Before
<input type="checkbox"/>	Bake your cookies.
<input type="checkbox"/>	Find your holiday tablecloths and table decorations.
	The Day Before
<input type="checkbox"/>	Set up the room.
<input type="checkbox"/>	Consider placing boxes UNDER the tablecloth to create two or three “levels” which gives you more room to place trays of cookies. <i>Keep decorations to a minimum, you’ll need all the room for the trays of cookies.</i>
<input type="checkbox"/>	If you are serving it, prep your handheld food.
	The Day of the Party
<input type="checkbox"/>	Set up drinks.
<input type="checkbox"/>	Put out cookies with the recipes.
<input type="checkbox"/>	If guests don’t know each other consider nametags
	After the Party
<input type="checkbox"/>	Clean-up and enjoy the cookies you didn’t have to spend time baking.

