

# Winter Holiday Card Timeline

Dear [Recipient's Name],

As the winter holiday season approaches, we wanted to share with you our timeline for sending out holiday cards this year:

- **November 1:** Finalize the holiday card design
- **November 15:** Compile the mailing list
- **December 1:** Print and assemble the cards
- **December 10:** Begin mailing out cards
- **December 25:** Last day for card arrivals

We hope to spread holiday cheer and warm wishes this season!

Warm regards,

[Your Name]