**Click here, to e**[**xplore additional templates and resources for free in**](http://www.smartsheet.com/try-it?trp=8623&utm_source=integrated+content&utm_campaign=/15-free-task-list-templates&utm_medium=marketing+plan+template&lx=duH1Hj7ptdECV_UaNjYgjA)

[](http://www.smartsheet.com/try-it?trp=8624&utm_source=integrated+content&utm_campaign=/15-free-task-list-templates&utm_medium=marketing+plan+template&lx=duH1Hj7ptdECV_UaNjYgjA)

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**DAY PLANNER**

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| ☐ | APPOINTMENT 1 | | TIME |  | ☐ | BREAKFAST | | TIME |
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| ☐ | APPOINTMENT 2 | | TIME |  | ☐ | LUNCH | | TIME |
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| ☐ | APPOINTMENT 3 | | TIME |  | ☐ | DINNER | | TIME |
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| ☐ | APPOINTMENT 4 | | TIME |  | ☐ | EXERCISE | | TIME |
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| TO DO LIST | | | |  | SHOPPING LIST | | | |
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