

## THINGS TO DO BEFORE LEAVING HOME:

### WELL AHEAD OF DEPARTURE:

- MAKE ARRANGEMENTS FOR PAYMENT OF ALL BILLS THAT WILL COME DUE DURING ABSENCE
- CANCEL NEWSPAPER SUBSCRIPTION
- ARRANGE FOR LAWN AND PLANT CARE
- PLAN MAIL PICKUP / CONTACT POST OFFICE FOR MAIL HOLD
- ARRANGE FOR PET CARE
- INFORM NEIGHBOR/POLICE/ALARM COMPANY OF ABSENCE, AND HOW TO MAKE CONTACT IN EMERGENCY
- ASK NEIGHBOR TO REMOVE DOORKNOB HANGERS AND FLYERS
- BUY TRAVEL ACCIDENT/MEDICAL INSURANCE, IF DESIRED
- SELECT AIRPLANE SEATS
- PRE-ORDER MEALS TO MEET SPECIAL DIETARY REQUIREMENTS
- OBTAIN BOARDING PASSES, IF POSSIBLE
- GIVE TRAVEL ITINERARY, LIST OF CREDIT CARD AND TRAVELERS CHECK NUMBERS, AND PHOTOCOPIES OF TICKETS, PASSPORT, RESERVATION CONFIRMATIONS AND OTHER IMPORTANT DOCUMENTS TO RELATIVE / FRIEND (MAKE ADDITIONAL SET TO BRING ALONG. KEEP IT APART FROM YOUR TRAVEL WALLET, SO IT WILL BE READILY AVAILABLE IN CASE ORIGINALS ARE LOST OR STOLEN)
- MAKE PHOTOCOPY OF ADDRESS BOOK AND LEAVE THE ORIGINAL OR PHOTOCOPY AT HOME
- LEAVE SET OF HOUSE AND CAR KEYS WITH RELATIVE / FRIEND
- PLACE LUGGAGE TAGS BOTH OUTSIDE AND INSIDE ALL BAGS
- PLACE UNIQUELY COLORED OR LABELED STRAPS, TAGS OR MARKINGS ON LUGGAGE TO MAKE IT EASILY IDENTIFIABLE
- RECONFIRM FLIGHT AT RECOMMENDED TIME (REPEATING IN EACH CITY, LEAVING A LOCAL PHONE NUMBER IN CASE IT BECOMES NECESSARY FOR THE AIRLINE TO MAKE CONTACT)

### ADD FOR INTERNATIONAL TRAVEL:

- OBTAIN OR RENEW PASSPORT/INTERNATIONAL DRIVING PERMIT
- GET ALL NECESSARY VACCINATIONS AND INTERNATIONAL CERTIFICATES OF VACCINATION
- SECURE VISAS / TOURIST CARDS / OTHER NECESSARY DOCUMENTS
- CHECK ON TOURIST REGULATIONS FOR COUNTRIES TO BE VISITED
- ORDER A COPY OF THE FREE BOOKLET *KNOW BEFORE YOU GO*

### JUST BEFORE LEAVING:

- RE-CONFIRM / CHECK IN ON-LINE WITH AIRLINE
- SET LIGHT TIMERS TO GO ON AND OFF AT RANDOM HOURS
- IF LEAVING CAR AT HOME, DISCONNECT BATTERY OR PLACE IT IN THE TRUNK, AND ATTACH STEERING WHEEL LOCKING DEVICE
- GIVE AWAY OR DISCARD PERISHABLE FOOD
- UNPLUG TV, STEREO, CORDLESS PHONE, MICROWAVE OVEN, TOASTER, ELECTRIC COFFEE MAKER, COMPUTER, AND OTHER ELECTRICAL ITEMS
- TURN ON ANSWERING MACHINE
- LOWER REFRIGERATOR AND WATER HEATER THERMOSTATS
- TURN OFF LIGHTS / HEAT / AIR CONDITIONER
- TURN OFF WATER SUPPLY AT SOURCE
- TAKE ALL NECESSARY HOUSE / CAR / LUGGAGE KEYS
- SECURE WINDOWS AND DOORS
- ACTIVATE ALARM SYSTEM

### ELECTRONICS:

- IPOD / MP 3 PLAYER
- IPOD SPEAKERS
- CELL PHONE
- CELL PHONE CHARGER
- DIGITAL CAMERA & CHARGER
- VIDEO CAMERA
- LENSES, FILTERS
- FILTERS
- CAMERA & ACCESSORIES
- LEAD-LINED FILM POUCH
- FILM / VIDEOTAPES
- EXTRA BATTERIES

### SPORTS / RECREATION /

#### HOBBIES:

- SPORTING GOODS
- GAMES
- TOYS
- HOBBY ITEMS
- PLAYING CARDS
- PORTABLE RADIO
- PORTABLE CD/TAPE
- AUDIO TAPES, CDS
- HEADPHONES
- EXTRA BATTERIES
- FISHING EQUIPMENT

### INTERNATIONAL TRAVEL:

- PASSPORT
- FOREIGN VOLTAGE CONVERTER
- ADAPTER PLUGS FOR FOREIGN OUTLETS
- FOREIGN CURRENCY CONVERTER
- ELECTRONIC TRANSLATOR
- METRIC CONVERTER
- EXTRA PASSPORT PHOTOS
- WATER PURIFICATION KIT
- SPECIAL MEDICATIONS RECOMMENDED FOR COUNTRIES TO BE VISITED

### AUTOMOBILE TRIPS:

- EXTRA SET OF CAR KEYS
- TOOLS
- MOTOR OIL
- BRAKE / TRANSMISSION / POWER STEERING FLUID
- COOLANT / ANTIFREEZE
- WINDOW CLEANER
- RAGS

- PAPER TOWELS
- TOILET TISSUE
- PLASTIC ELECTRICAL TAPE
- DUCT TAPE
- FUSES AND BULBS
- BATTERY BOOSTER CABLES
- TIRE INFLATOR
- TIRE PRESSURE GAUGE
- EXTRA BELTS / HOSES
- FUNNEL
- SYPHON
- DRINKING WATER/SNACKS
- CB RADIO
- FLASHLIGHT/ SEARCHLIGHT
- FLARES
- REFLECTIVE HIGHWAY MARKER
- FIRE EXTINGUISHER
- BLANKET / PILLOWS
- TIRE CHAINS

### CONTENTS OF TRAVEL ORGANIZER / WALLET:

- CASH (INCLUDING TELEPHONE CHANGE AND SMALL BILLS FOR TIPS)
- PERSONAL CHECKS
- TRAVELERS CHECKS
- CREDIT CARDS
- AUTOMATIC TELLER
- MACHINE CARD
- TELEPHONE CALLING CARD
- DRIVERS LICENSE
- AUTO CLUB CARD
- MEDICAL INSURANCE CARD

# The Ultimate Travel Checklist

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**WOMEN****SUITS - DRESSES:**

- SUITS
- DRESSES
- FORMAL WEAR

**SLACKS - SKIRTS:**

- DRESS SLACKS
- SPORT SLACKS
- SKIRTS
- JEANS
- SHORTS

**SHIRTS / BLOUSES /****SWEATERS:**

- DRESS SHIRTS
- SPORT SHIRTS
- CASUAL TOPS
- BLOUSES
- T-SHIRTS
- SWEATERS

**ACTIVE WEAR:**

- EXERCISE CLOTHING
- SWEAT SHIRTS
- SWIM SUITS / TRUNKS
- COVER-UP
- SWIMMING GOGGLES

**UNDERGARMENTS:**

- BRIEFS - PANTIES
- BRAS
- SLIPS / CAMISOLES
- THERMAL UNDERWEAR
- HOSIERY/ SOCKS
- TIGHTS

**SLEEPWEAR:**

- PAJAMAS / NIGHTGOWNS
- ROBE

**FOOTWEAR:**

- DRESS SHOES
- CASUAL SHOES
- ATHLETIC SHOES
- RAIN BOOTS
- HOUSE SLIPPERS
- BEACH / POOL SANDALS
- SHOE BAGS
- SHOE HORN
- SHOE POLISH

**ACCESSORIES:**

- WRIST WATCH / RINGS
- BRACELETS
- EARRINGS
- NECKLACES / CHAINS
- PENDANTS / PINS
- BELTS
- HATS
- GLOVES
- HANDBAGS
- COIN PURSE
- WALLET
- WAIST POUCH
- COMPACT UMBRELLA
- FOLDING TRAVEL RAINCOAT
- MONEY BELT

**OUTERWEAR:**

- COAT
- FLEECE
- RAINCOAT

**TOILETRIES:**

- BRUSH / COMB
- HAIR SPRAY / HAIR TONIC
- MOUSSE / GEL
- SHAMPOO / CONDITIONER
- SHOWER CAP
- HAIR DRYER
- ELECTRIC CURLER
- HAIR CLIPS / ROLLER PINS
- ROLLERS
- CLEANSING / NIGHT CREAM
- MOISTURIZER
- FOUNDATION
- FACE POWDER / COMPACT
- BLUSH
- EYE SHADOW / LINER
- EYEBROW PENCIL
- MASCARA
- LIPSTICK
- TWEEZERS
- MIRROR
- CLIPPER - NAIL SCISSORS
- NAIL FILE
- POLISH
- POLISH REMOVER
- NAIL BRUSH
- DEODORANT / ANTI-PERSPIRANT
- COLOGNE / PERFUME
- HAND / BODY LOTION
- SOAP / SHOWER GEL
- TALCUM / FOOT POWDER
- COTTON BALLS / SWABS
- SANITARY NAPKINS / TAMPONS
- BREATH SPRAY
- TOOTHBRUSH
- TOOTHPASTE
- MOUTHWASH
- FLOSS
- SUNSCREEN / SUNBLOCK
- LIP / NOSE PROTECTION
- SUN VISOR

**MEN**

- DRESS SLACK
- CASUAL SLACK
- JEANS
- SHORTS
- BLAZER
- SUITS
- DRESS SHIRTS
- SPORT SHIRTS
- T SHIRTS
- SWEATERS
- UNDERSHIRT
- UNDERWEAR
- TIES
- BELTS
- CUFF LINKS
- TIE TACKS
- COLLAR STAYS
- SUSPENDERS
- SWIM TRUNKS
- COAT
- RAINCOAT
- FLEECE
- DRESS SHOES
- CASUAL SHOES
- ATHLETIC SHOES
- BEACH SHOES
- SHOE BAG
- RAZOR, SHAVING CREAM
- BRUSH / COMB
- TOOTHBRUSH
- TOOTHPASTE
- HAIR GEL
- MOUTHWASH
- SHAMPOO / CONDITIONER
- DEODERANT
- COLOGNE
- SUNBLOCK

**TRAVEL ACCESSORIES**

- EAR PLUGS
- EYE MASK
- TRAVEL PILLOW
- TRAVEL ALARM CLOCK
- MAPS
- GUIDEBOOKS
- TRAVEL FLASHLIGHT
- DOCUMENT HOLDER
- TRAVEL UMBRELLA
- TRAVEL HAIR DRYER
- DUAL VOLTAGE HAIR STRAIGHTENER
- STEAMER
- MONEY BELT
- 3 OUNCE BOTTLES
- SEE THROUGH BAG
- SEWING KIT

**MEDICATIONS / FIRST AID:**

- PRESCRIPTION DRUGS
- NON-PRESCRIPTION DRUGS
- VITAMINS
- MOTION SICKNESS PILLS
- SLEEPING TABLETS
- HEADACHE REMEDY
- ANTACID
- LAXATIVE
- COLLAPSIBLE DRINKING CUP
- BANDAGES
- ANTISEPTIC CREAM
- FIRST AID KIT
- INSECT REPELLENT
- FEVER THERMOMETER
- SPECIAL MEDICAL AIDS (SUPPORTS, MONITORS, ETC)
- COPIES OF PRESCRIPTIONS
- MEDICAL HISTORY, IF SIGNIFICANT
- DOCTOR'S NAME, ADDRESS, AND PHONE NUMBER

**CLOTHES CARE:**

- BAG FOR SOILED CLOTHING
- CLOTHS BRUSH / LINT REMOVER
- LAUNDRY KIT: MILD COLD WATER
- INFLATABLE HANGERS, CLOTHES