

PRE-TRIP CHECKLIST



Ready to hit the road? Before you venture off to see the world, make sure you've laid the groundwork for a successful, safe trip. Don't leave home without taking care of the following essential tasks.

Add more tasks:

Home/Pets:	Place stop order on mail	Turn off AC/fans
	Place stop order on newspaper	Take out trash
	Arrange house sitter	Clean out fridge/throw out food
	Notify home-security-system co.	Return due library books
	Turn off lights/set timer for lights	Arrange pet sitter or kennel stay
	Unplug electronics	Stock up on pet food and litter
	Close/lock windows	Obtain documentation for required pet vaccinations

Finances/Health:	Create trip budget	Make copies of passport/ID
	Research entrance fees cost	Get necessary immunizations
	Pay necessary bills in advance	Refill prescriptions
	Notify CC co./bank of travel	Check overseas medical coverage
	Take out cash at ATM	Program ICE ("in case of emergency") number into phone
	Get small bills for tipping	
	Obtain foreign currency	

Itinerary/Flight:	Pack	Check in online/print boarding passes
	Create/print itinerary	Look up baggage fees for airline
	Check weather	Set up flight alerts via text
	Confirm hotel reservations	Remove previous airline luggage tags
	Confirm flight, train, bus res.	Add new luggage tags to suitcase
	Confirm rental car reservations	Weigh packed luggage
	Notify friends/family of travel	Download travel apps/e-books
	Program phone #'s into cell	Set up travel plan for cell phone
	Check passport expiration date	Set up email away message
	Arrange transportation to airport	Charge phone, iPod, etc.