

Travel Checklist

Planning		Arrangements	
Leave approved		Travel Reservations	
Budget / Funds allocated		Car Rental	
Plans for children travelling/not travelling		Accommodation	
Arrangements for pets		Tour Packages	
Hold on Mail/Newspapers/Milk/Bread delivery		Passport, Visas, Inoculations	
Arrangements for yard maintenance		Email set up for easy access	
Review Insurance: Health/Travel/Rental Car		Copies of important documents in safe hands	
Packing		Packing	
Travel Documents - Earplugs, Chewing Gum		Underwear, socks	
Money		Stockings, Camisoles	
Identification		T-shirts, Blouses	
Prescription Medication, First Aid Kit		Dress Shirts / Ties	
Other Medications		Slacks, Shorts, Jeans and Belts	
Camera, Video Camera and film		Casual/Evening Skirts/Dresses, Purses	
Batteries, Voltage adapter, Battery Charger		Sweater and/or Jacket or Parka	
Portable Alarm Clock		Wind Breaker, Rainwear, umbrella	
Mobile Phone and Charger		Swimsuit	
Extra Glasses and Contact Lenses		Gloves, Caps, Mittens, Thermal undies	
Sun Glasses and Eye Drops		Shoes, Sneakers, Sandals, Hiking Boots	
Lap Top/PDA/Address Book/CD/Tape Player		Pyjamas, Nightgown, Robe, Slippers	
Soap, Shampoo, Conditioner, Moisturiser etc		Packing for Babies	
Deodorant, Comb, Brush		Nappies, Wipes, Ointment, Powder	
Tissue, Toilet paper, Towelettes		Bottles, Formula, Bottled Water	
Toothbrush, Toothpaste, Rinse, Floss		Car Seat, Stroller, Back Carrier	
Shaving Cream, Razors, Nail Clippers etc		Infant/child medications/thermometer	
Contraceptives, Feminine Hygiene		Toddler Snacks	
Sun block, Baby Powder		Blanket, favourite stuffed animal	

This is not a comprehensive list. Add extra items to back of this sheet necessary to your travel needs.