

A checklist for travelers!

HOME ESSENTIALS

- Put a hold on home-delivered mail
- Suspend newspaper delivery
- Make arrangements for pets/plants
- Tell a trusted neighbor you'll be away
- If your car has an alarm, leave spare keys with a neighbor
- Leave house keys and copy of your itinerary with family/friend/neighbor
- Lock windows, doors, and garage
- Set timers on lights/radio to make your house appear occupied
- Throw away perishable food
- Unplug electric appliances except freezer and fridge (especially toasters)
- Lower thermostat (in winter)
- Turn off/up air conditioning (in summer)
- Notify credit card companies of your travel dates and locations
- Arrange with family/friend to wire you money if needed in an emergency
- Turn off hot water heater
- Make sure to pay all bills that will come due while you are gone
- Have lawn mowed or driveway plowed

IMPORTANT PHONE NUMBERS

Family/Emergency Contacts:

Doctor:

Dentist:

Pharmacy:

Veterinarian:

Bank:

Tour Operator:

Embassy:

Other:

TRAVEL DOCUMENTS

- Air tickets
- Bus/Rail passes
- Check passport validity (at least six months validity from day of departure)
- Travel visa
- Travel insurance; medical coverage information
- Photocopies of travel documents (packed separately from originals)
- Copy (both sides) of all credit cards/travelers checks; keep one, give one to friend at home
- Driver's licenses; directions to/from airport
- Clean out pocket book/wallet of unnecessary credit cards, identification, etc.
- Include your home address and/or luggage tags inside luggage, too
- _____
- _____

HEALTH

- Obtain required vaccinations and medicines

- Fill (for carry-on) medications and vitamins
- Photocopy prescriptions (generic drug names)
- Pack sunscreen, bug spray, antihistamine, antidiarrheal, prescription lenses or glasses, flashlight, earplugs, etc.
- _____
- _____

Bon voyage!

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