

# Personal Travel Checklist

## PRE-DEPARTURE

- Get your FX Cheat Sheet
- Passport
- Visa
- Health Documentation
- Transportation Tickets
- Emergency Information
- Insurance
- Hotel Reservations
- Traveler's Checks
- Currency
- Credit Cards
- Guide Books and Maps
- Trip Cancellation/Medical Insurance
- Personal Identification
- Photocopies of Documentation
- Special Event Reservations (art, popular festivals, sporting events)

## BASICS

- Luggage/Travel Pack

## Travel Clothing

- Rain Protection
- Travel Footwear
- Visor or Brimmed Hat
- Camera, Film
- Video Camera, Tapes
- Radiation Shield for Film
- Water Bottle
- Language Books
- Reading Materials
- Address Book
- Travel Journal
- Scarf/Bandanna
- Games/Playing Cards
- Binoculars
- Travel Lock
- Luggage I.D. Tags

## MAINTENANCE ITEMS

- Flashlight Batteries/Bulb
- Matches or Lighter
- Camera Batteries
- Mini Sewing/Repair Kit
- Duct Tape
- Portable Lightweight Travel Iron or Steamer
- Travel Clothesline & Clothespins
- Sink Stopper for Hotel Sinks
- Mesh Bag for Dirty Laundry
- Zipclose Plastic Bags

## **MEDICATION**

Please consult your local health center or personal physician for help in planning your trip's medication needs.  
Aspirin/Pain Reliever

### **Cold Medicine**

- Contact Lens Preparation
- Diarrhea Medicine
- Laxative
- Insect Repellent
- Sunscreen
- Sunburn Relief
- Antibiotic Cream
- Malaria Pills
- Motion Sickness Medicine
- Personal Hygiene Items
- Personal Prescription
- Water Purification System
- Vitamins

### **TOILETRIES**

- Comb/Brush
- Toothbrush/Paste
- Dental Floss
- Deodorant
- Soap: Personal and Laundry
- Skin Care Lotions/Creams
- Make Up
- Mirror
- Manicure Articles
- Shampoo
- Sunscreen/Lip Balm
- Towelettes
- Shaving Cream
- Blow Dryer
- Towel/Washcloth
- Nalgene® Bottles (for shampoo & laundry soap)

### **HOME CHECKLIST**

- Stop deliveries
- Have Post Office hold mail
- Arrange for care of pets, lawn and house plants
- Set-up a timed lighting system
- Check timed night lighting system
- Notify local police of your absence
- Leave house key and trip itinerary with a neighbor
- Empty refrigerator
- Eliminate possible fire hazards (unplug appliances, etc.)
- Turn down thermostat
- Turn off water heater
- Store valuables in a safe place
- Lock all doors and windows

## **10 ESSENTIALS**

- **Everyday Bag:** In transit it will hold all of the valuables you want to keep close: tickets, mini-camera and reading material.
- **First-Aid Kit:** A compact travel health kit is a must for every traveler.
- **Passport/Money Carrier:** It is absolutely essential to keep your passport and money secure.
- **Travel Watch or Alarm:** It should be quartz or battery operated, lightweight, water resistant, shock resistant and reliable.
- **Pocket Knife:** Travelers might find the following features handy: A basic blade, can and bottle opener, scissors, tweezers and corkscrew.
- **Electrical Converter/Adapter:** This allows you to use your personal appliances abroad.
- **Flashlight/Head Lamp:** Light a hallway, read in a train compartment, or study a map under the stars.
- **Sunglasses:** Protect your eyes from harmful ultraviolet and infrared radiation, especially if you are traveling at higher altitudes.
- **Travel Organizer:** The ultimate in convenience for carrying identification, tickets, trip itineraries, receipts and addresses.
- **A Positive Attitude:** Travel sometimes means expecting the unexpected: delays, detours, unfamiliar surroundings, strange languages and funny money. So, remember always to take along a big smile.