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Vacation Packing Checklist

Destination: _____

Travel Dates: _____

2 Weeks prior to departure

If you really want to control stress, start planning early. The sooner you start documenting your plans, the more time you have to catch potential planning mishaps!

Around the House

- ☐ Contact your neighbor or house-sitter and schedule time for vacation walk-though
- ☐ Contact vet/kennel and make arrangements for pet care
- ☐ Contact newspaper and suspend delivery
- ☐ Visit https://holdmail.usps.com/holdmail/landingView.do to place a vacation hold on your mail delivery
- ☐ For international travel, make two copies of passport and credit cards. Give one copy to your emergency contact
- ☐ Review insurance policy information, and prepare copies of insurance cards for travel
- ☐ Put a side a blank journal or notebook to document your travels

Shopping

- ☐ Make sure you have all your appropriate sundries and pass time activities prepared: Suntan lotion, books, magazines, puzzles or other items for the kids. Get your family thinking about what they'd like to bring and how they would like to carry their own things!
- ☐ Taking gifts for family members? Remember not to wrap them! Leave them open in your suitcase to ensure you pass security checks unscathed

2 Days prior to departure

- ☐ Review and pay any bills due, or schedule paying through your bank's bill pay system while you're away
- ☐ Clean out your refrigerator, plan your meals around leftovers and other ingredients with a short shelf life
- ☐ Mow the lawn
- ☐ Configure automated sprinkler timers if you choose to water your yard while you're traveling
- ☐ Do your laundry and set aside clothes you will take on your trip; remember to ask the same of your family!
- ☐ Call and confirm your reservations with hotel, airline, rental car, etc. Verify spelling of your name on the reservation, and ensure your mobile number is on file so they can reach you if any changes occur
- ☐ Contact your neighbor or house-sitter to review last-minute details
- ☐ Research and review airline check-in and baggage procedures. During check-in, register bags online to avoid high prices at the airports
- ☐ Keep your home secured. Consider a timer to turn lights on and off around the house. Ask neighbors to use your driveway from time to time

General Tips & Reminders

- ☐ Check the weekly forecast and pack according to weather
- ☐ Will you have laundry facilities? Pack less!
- ☐ Think versatile. Pack the clothes and shoes that coordinate so you can down-size your luggage
- ☐ Consider coordinating outfits by day to eliminate excess packing
- ☐ Are you carrying a black suitcase? Make sure to tie a bright ribbon on the handles to easily identify it at the baggage claim
- ☐ Invest in 1-2 gallon resealable bags and pack them in your suitcase. They're perfect for bagging toiletries and protecting your clothes from spills, and they can organize other items together in a pinch
- ☐ Taking gifts for family members? Remember not to wrap them! Leave them open in your suitcase to ensure you pass security checks unscathed
- ☐ Bring extra storage bags for gifts or keepsakes you want to take home

Coming Home

- ☐ Evaluate your system. Did you forget anything? Did you learn something you need to include next time?
- ☐ As you unpack, store luggage from this trip together; it'll be easier to find the whole travel package stored together for your next trip!

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Personal

- ☐ Purse
- ☐ Travel Bag
- ☐ Wallet
- ☐ Passport / Visa
- ☐ Drivers License
- ☐ Cash
- ☐ Travelers checks
- ☐ Credit cards
- ☐ ATM card
- ☐ Cell phone & Charger
- ☐ Laptop & Charger
- ☐ Camera & Charger
- ☐ Film or memory card
- ☐ Extra Batteries
- ☐ Binoculars
- ☐ Medical insurance card
- ☐ House keys
- ☐ Sunglasses
- ☐ Books and magazines
- ☐ Puzzle magazines with pens and pencils
- ☐ Chewing gum
- ☐ Snacks
- ☐ Water / drinks
- ☐ Earplugs
- ☐ Sleeping mask
- ☐ Travel pillow
- ☐ Umbrella
- ☐ Travel locks & keys
- ☐ Luggage tags
- ☐ Headphones
- ☐ Music player & headphones
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Travel Notebook

- ☐ Airline tickets
- ☐ Itinerary
- ☐ Maps / directions
- ☐ Travel Confirmation
- ☐ Membership Cards
- ☐ Guidebook
- ☐ Copies of travel documents
- ☐ Copies of credit cards
- ☐ Copies of passport
- ☐ Credit card info
- ☐ Medical insurance info
- ☐ List of medications
- ☐ Travel insurance
- ☐ Address book
- ☐ Important phone numbers
- ☐ Datebook
- ☐ Business cards
- ☐ Calling card
- ☐ Journal
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Clothes

Basics

- ☐ Underwear
- ☐ Socks
- ☐ Panty Hose / Tights
- ☐ Undershirts
- ☐ Bras
- ☐ Sleepwear
- ☐ Robe
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Casual

- ☐ T-Shirts
- ☐ Tank Tops
- ☐ Sweatshirts
- ☐ Jeans
- ☐ Shorts
- ☐ Swimsuits / cover ups
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Formal

- ☐ Dress shirts
- ☐ Sweaters
- ☐ Cardigans
- ☐ Blazers
- ☐ Slacks
- ☐ Dresses
- ☐ Skirts
- ☐ Suits
- ☐ _____
- ☐ _____
- ☐ _____

Outerwear

- ☐ Jackets
- ☐ Coats
- ☐ Raincoats
- ☐ Hats
- ☐ Gloves
- ☐ Scarves
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Footwear

- ☐ Athletic Shoes
- ☐ Dressy Shoes
- ☐ Leisure Shoes
- ☐ Flip Flops / Sandals
- ☐ Slippers
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Accessories

- ☐ Belts
- ☐ Ties
- ☐ Watches
- ☐ Jewelry
- ☐ Glasses
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Laundry

- ☐ Laundry Bag – oversized resealable bags
- ☐ Laundry Kit – wrinkle free spray, stain remover
- ☐ Sewing Kit
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

Toiletries

- ☐ Toothbrush
- ☐ Toothpaste
- ☐ Dental Floss
- ☐ Mouthwash
- ☐ Soap
- ☐ Washcloth
- ☐ Deodorant
- ☐ Shampoo
- ☐ Conditioner
- ☐ Brush / combs
- ☐ Styling products
- ☐ Mirror
- ☐ Sunscreen
- ☐ Insect repellent
- ☐ Moisturizer / lotions
- ☐ Lip balm
- ☐ Contact lenses / solutions / cases
- ☐ Saline solutions
- ☐ Shaving supplies
- ☐ Make up / remover
- ☐ Birth control
- ☐ Medications
- ☐ Pain relievers
- ☐ Vitamins
- ☐ First aid kit / band aids
- ☐ Feminine hygiene
- ☐ Nail care
- ☐ Cotton balls / swabs
- ☐ Tweezers
- ☐ Toe nail clippers
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
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- ☐ _____
- ☐ _____

Miscellaneous

- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____
- ☐ _____

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For everything, there is a place.

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Destination: _____

Travel Dates: _____

Names & Numbers

People to Call

☐ Neighbor/House-sitter:	
☐	
☐ Veterinarian:	
☐ Kennel/Pet care:	
☐ Newspaper:	
☐ US Mail:	https://holdmail.usps.com/holdmail/landingView.do
☐ Mail Hold Dates:	
☐	
☐	

Important Numbers

☐ Passport Numbers:	
☐	
☐	
☐ Insurance Provider:	
☐ Insurance Contact:	
☐ Insurance Policy Number:	
☐	

Travel Prep

☐ Airline Confirmation #:	
☐ Support:	
☐ Car Confirmation #:	
☐ Support:	
☐ Hotel Confirmation #:	
☐ Support:	
☐	
☐	
☐	
☐	
☐	

Travel Schedule

Month(s):

Date	Location
/	
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/	

Notes & To-dos

Your Contact Information

Phone:	
Hotel & Room #:	
Emergency Contact:	
Emergency Contact #:	

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