

TRAVEL CHECKLIST

Money & Documents:

- Tickets (air, train etc.)
- Itinerary
- Cash
- Credit/ATM Card(s)
- Drivers License
- Passport
- Planner/Key phone numbers

Last Minute Items:

- Fruit / Snacks
- Water Bottle
- Cell Phone & Charger
- Prescription Medication
- Receipt envelope
- Tissues
- Book / Reading Material
- Sunglasses / Eyeglasses

Clothing/Accessories

- Business Outfit(s)
- Evening Outfit(s)
- Casual Outfit(s)
- Shoes
- Jewelry
- Handbag(s)-(packable tote, evening bag)
- Cardigan
- Socks/Stockings
- Underwear
- PJs
- Gym gear
- Bathing suit
- Rain gear
- Hat
- Gloves / scarf
- Clothing Care-Sewing Kit/Stain remover/
- Wrinkle Free Spray

Toiletries (in pre-packed kit by category)

- Teeth: Toothbrush/Paste/Floss
- Hair: Shampoo/conditioner/ brush
- Skin: Face care, Moisturizer
- Shower: Razor/Gel/Deodorant
- Extra contact lenses
- Make-up
- First Aid: Band-aids, Neosporin, Advil

- Always bring more tops than bottoms. Bottoms (pants, skirts) take up more space and can be worn more than once.
- Pack in color themes, so you can mix and match.
- Adhere to strict shoe limits – wear one, and pack two for short trips; wear one, and pack three for longer trips. Always wear the bulkiest pair on the plane to keep your suitcase as light as possible.