



Checklist – Travel

<input checked="" type="checkbox"/> To-Do	<input checked="" type="checkbox"/> To-Do
Things to do before I leave:	Day of Travel Items:
Stop newspaper	Passport or other ID
Ask neighbors to bring in mail and packages	Air/Hotel/Rental Car Confirmation Information
Arrange pet care	Itinerary
Ask a neighbor to water plants	Freshly charged cell phone and/or PDA
Get cash from bank	Snacks in mini-Ziplocs
Buy new batteries for camera	Bottled Water – if traveling by car
Adjust sprinkler system	Travel Pillow
Turn on Auto Responder for email	Quart Ziploc for liquids going on plane as carry-on
Create appropriate voicemail at work	Chewing Gum/Mints
	Motion Sickness Medicine
	iPod
Things to Pack:	Deck of Cards
Sunglasses	Magazine or book
Camera	
Video Camera	
Chargers for Phone, iPod and PDA	
Sunscreen	Legalities:
Make-up Bag	Copy of Health Insurance Card
Blow Dryer and any hair accessories needed (check amenities at hotel for these items)	Durable Power of Attorney for Health Care
Swim Suit	HIPPA Release
Pajamas, Robe, Slippers	Living Will
Clothing for each day and special events	If traveling with grandchildren, have the following: a consent letter from the child's legal guardian, child's passport or ID, child's health insurance card and emergency medical treatment release
Exercise Clothes	
Shoes: Tennis, Pumps, Sandals, Flip Flops, Heels	
Accessories: Jewelry, Belts, Scarves, Purses	
Jacket	
Hat/Mittens	
Umbrella	