

THE HOLIDAY PREP LIST

Task	Details	Done
Check your passports are in date		
Check if you need to get vaccinations		
Book travel insurance		
Check and apply for a visa if required		
Ensure you have good quality luggage and secure padlocks or built-in locks		
Ensure you have good quality luggage and secure padlocks or built-in locks		
Check hand luggage requirements e.g. size of bag		
Print off all your documents AND save electronically		
Buy some travel accessories		
Decide how you will get to the airport		
Ask a neighbor or family or friend to keep an eye on your home		
Organize any arrangements for pets		
Ensure your holiday clothes are ready to pack		
Do your research – Create a rough itinerary		
Arrange travel from when you get there to the hotel		
Arrange time off work		
Get travel currency		
Shop for holiday essentials		

Check travel advice	
Pack your suitcase and hand luggage	
Share itinerary with family or friends	
Ensure all your gadgets are prepped	
Tidy your house	
Check-in	
Tell bank you're going abroad	
Ensure you have the essentials	
Final checks on your home	

NOTES:

Large empty area for taking notes, with a light gray background and a vertical gray bar on the left side.