



# Count Down to Vacation

PLANNER CHECKLIST

# Get Started!

How should you use this?

Review items. Check them off. Go on vacation!

There, that was simple. *Oh, you want more details?* Well okay then.

I've designed this list starting a month before travel, counting down to the day before travel.

If you start using this more than a month before travel, great, all of these will apply to you. If you don't start until closer to your trip, no worries, no stress!

Just glance at any list items that might require longer lead times, and decide if you need to do them. The point is for them to just serve as reminders. Not as stressors. Complete the items in any order you like.

Note that not all of these may apply to you. If you don't have pets, kids, prescriptions, etc., just cross those out (or add a check.)

I recommend keeping this list on your refrigerator or another central place in the house. If new items occur, write them down in the box at the bottom.

Let's get started getting ready for your vacation!

## COUNTDOWN TO VACATION



- Create a “vacation” email folder or tag for all your vacation emails
- Reconfirm hotel, airline and travel insurance details
- Make arrangements for pet kennel or sitters, get vet name
- Check with cell provider (if international travel); need data plan?
- Make list of vitamins, prescriptions; reorder if necessary
- Make arrangements to water plants, check on home
- Research cost of incidentals, decide foreign currency needs
- Advise trusted neighbors of your travel dates
- Make airport parking reservations if necessary
- Make winter contingency plans if applicable (e.g., snow removal)

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- Place mail and newspaper holds
- Start a packing list of clothing you'll need
- Advise credit card company (if international travel)
- Make photocopies of passports (one for suitcase, one for home)
- Want a splurge? Schedule a massage days before departure!
- Reconfirm travel with neighbors, ask them to handle papers, trash
- Assemble clothes you *may* pack
- Traveling with children? Make list of toys, books or game to take
- Make list of carry-on items and snacks
- Buy any snacks or travel size sundries





- Do final loads of laundry for clothes you'll take
- Check weather forecast at final destination (change clothing?)
- Boost immune system with daily Vitamin C supplements
- Consider airport hotel night before flight if weather is concern
- If not driving yourself, make ride share reservation for early flight
- Review clothing, make final decisions, take pictures (insurance)
- Pack clothing into suitcase, check address tag address/phone
- Take photos of your suitcases (to describe in case of loss)
- Download e-books, movies or travel apps onto phones or tablets
- If you enjoy receiving a massage, get one today!

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- Check fridge, throw out food that might spoil, empty trash
- Lay out your travel day outfits
- Enter airline's 800 number on cell, screenshot boarding pass
- Complete online check-in for flight
- Turn off water to clothes washer, run dishwasher last time
- Set thermostat for time you will be gone
- Have two alarms set if you must wake up early
- Charge your devices
- Get a good night sleep!

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## COUNTDOWN TO VACATION



- Reconfirm flight schedule and/or possibly delays
- Ask everyone to show passports or other necessary documents
- Smile, you're now on vacation!

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