

PROOF

We are a Full Service Travel Agency:

2 1/2" x 6" area

- List
- Services
- Here!

PROOF

Add Your Logo & Imprint  
in Full Color Here!  
4.25" x 2.5" area

### Travel Check List

#### Home Preparation

- Notify family/neighbors
- Leave keys/tinerary/contact info
- Stop newspaper & mail delivery
- Make arrangements for pets/plants
- Pay bills due
- Contact credit card companies on out-of-state travel
- Safely store valuables
- Set up lawn/yard care
- Clean/set refrigerator
- Turn off alarm clock setting
- Turn off lighting systems
- Unplug electronics/appliances
- Clear answering machine
- Set thermostat heat/air
- Turn off faucets/washer/dishwasher
- Check stove/oven
- Close/lock windows
- Close curtains/blinds
- Take out trash
- Lock doors/garage
- Arm security system

#### Carry-On

- Check current carry-on rules
- Passport/Visa
- Picture ID/driver's license
- International driver's permit
- Travel/medical insurance health card
- Vaccination certificate
- Transportation tickets
- Hotel/rental confirmation
- Credit/ATM cards
- Cash/traveler's checks
- Foreign currency
- Copies of all important documentation
- Emergency contacts/phone numbers
- Tour books/area maps
- Pain relievers/anti-nausea (no liquids)
- Lip balm
- Ear plugs/sleeping mask
- Neck pillow
- Earphones/book/toys for children

#### Packing

- Check weight/size restrictions/bag limit
- Pack bag so you can carry it
- Update luggage tags/don't use locks
- Pack family photo/specially your children
- Include contact info in children's luggage
- Consider travel climate for clothing needs
- Determine dress/casual wear needs
- Dresses/suits
- Tops/bottoms
- Underwear/socks
- Sleepwear/robe
- Footwear/comfort shoes/shower thongs
- Swimwear/towels/sarong
- Sunglasses/sunhat/visor
- Raincoat/mini-umbrella
- Alarm clock/watch/jewelry
- Travel iron
- Sewing kit

#### Health/Beauty

- Toothbrush/toothpaste/floss
- Shampoo/conditioner/hairspray
- Brush/hair dryer/curling iron
- Deodorant/moisturizer
- Razor/shaving cream
- Sunscreen/insect repellent
- Tweezers/nail clippers/file
- Q-tips/cotton balls
- Perfume/cologne
- Cosmetics/mirror
- First aid supplies
- Aspirin/sleep aid/diarrhea medicine
- Glasses/contact lenses/cleaning supplies
- Prescriptions (duplicates)
- Electronics
- Cell phones
- Camera/video/memory cards
- Music player/iPod
- PDA
- DVD player
- Laptop
- Plug adapters/chargers/batteries

STANDARD COPY