

<b>Planning</b>	<b>X</b>	<b>Arrangements</b>	<b>X</b>
Vacation/Sabbatical approved		Airline reservations	
Budget / Funds allocated		Train reservations	
Plans for children traveling/not traveling with you		Car rental	
Arrangements for pets		Hotel reservations	
Hold on mail.		Cruise reservation	
Stop on newspaper delivery		Tour packages reserved	
Arrangements for house and yard maintenance		Passport for International travel	
Review insurance: health abroad, rental car, travel etc.		Visas (if needed) for International travel	
Calling card. Set-up email for easy access.		Inoculations for International travel	
Copies of itinerary, passport, prescriptions & important documents for relatives/friends or coworkers		Contact Travel agent if needed	
<b>Packing</b>		<b>Packing</b>	
Travel documents (airline, train tickets, itinerary, etc)		Underwear, socks	
Money (credit card, cash, traveler's checks, phone card)		Nylons, camisoles	
Identification (passport, driver's license, marriage/birth certificates, green card, etc)		T-shirts, blouses	
Prescription medications, thermometer, first aid kit		Dress shirts / ties	
Other medications (ibuprofen, aspirin, vitamins, etc)		Slacks, shorts, jeans with belt	
Camera, video camera and film		Casual/evening skirts/dresses w/purse	
Batteries /voltage adapter/ portable alarm clock, iron		Sweater and/or jacket or parka	
Extra eye glasses, sun glasses, eye drops		Wind breaker, rain poncho, umbrella	
Contact lenses, cleaning solutions, eye drops		Swimsuit, cover-up	
Cell phone w/charger		Gloves, caps, mittens, thermal undies	
Laptop w/battery charger / PDA/ address book /stamps		Shoes, sneakers, sandals, hiking boots	
CD/tape player, gameboy		Pajamas, nightgown, robe, slippers	
Soap, shampoo, conditioner, moisturizer, lip balm		<b>Add'l Packing for Babies</b>	
Deodorant, comb, brush		Diapers, wipes, ointment, powder	
Tissue, toilet paper, towelettes		Bottles, formula, bottled water	
Toothbrush, toothpaste, rinse, floss - earplugs, gum		Car seat, stroller, back carrier	
Shaving cream, razors, nail clippers, tweezers, matches		Infant/child medicatons/thermometer	
Contraceptives, pads and/or tampons		Toddler snacks, dixie cups	
Sun block, baby powder (great for taking off sand)		Blanket, favorite stuffed animal	

Notes: