

Pre Travel Checklist

3 Months Before Travel

Checked	Number	Item
		Passport
		Visa
		Vaccinations
		Travel insurance
		Pet/House sitter
		Create packing list
		Create shopping list

2 Weeks Before Travel

Checked	Number	Item
		Pre book meals
		Pre book assistance
		Book transfers
		Confirm bedding in accommodation
		Check luggage allowances
		Register travel with government website
		Register travel with bank
		Print copies of documents
		Organise money
		Organise contact phone apps
		Book beauty appointments

For the house

Checked	Number	Item
		Mail on hold
		Newspaper on hold
		Set sprinklers
		Advise lawn mower/maintenance man
		Advise neighbour
		Empty fridge/pantry of fresh foods

For the House Sitter

Checked	Number	Item
		Clean house
		Clean sheets
		Clean towels
		Provide information:
		Which room they are sleeping
		Wi-Fi password
		Do's and Don'ts
		Rubbish days
		Water days
		How to Use:
		TV, DVD, Gaming Consoles
		Washing machine
		Dish washer

For the Pet Sitter

Checked	Number	Item
		Provide lots of food
		Leave out pet toys and leash
		Provide information:
		Food quantity
		Feeding times
		Walking route
		Vet contact details

ⁱ You can add more rows by:

1. Placing curser in last row first column
2. Right click your mouse
3. Hover over "insert"
4. Click "insert rows below"