

# Vacation Checklist

By Bianca Hendriks

- Preparation
  - Get information about where you are going.
  - Gather maps and handy guides.
  - Learn about places to see and things to do.
  - Talk to others who have been there for good places and good tips.
  - Get tickets and reservations.
  - Renew passport or obtain passport if needed.
  - Arrange for your shots if your destination warrants it.
  - Ask a neighbor or a friend to keep an eye on things left at your door.
  - Be sure that you will have enough prescription medicine.
  - Check your auto insurance to see if you're fully covered where you're going.
  - Buy extras you might need such as sun screen, insect repellent, camera batteries etc.
- Be Ready To Leave
  - Stop the mail.
  - Stop the newspaper
  - Update voicemail at work with absence notification.
  - Update e-mail at work with auto reply absence notification.
  - Get money and/or traveler's checks.
  - Pay upcoming bills that can't wait.
  - Put name and destination phone number or destination address in luggage.
  - Remove non-essentials from wallet or purse.
  - Record phone numbers for reporting lost or stolen credit cards or debit cards.
  - Record emergency phone numbers to leave with neighbors or relative.
  - Close and lock all windows and sliding doors.
  - Unplug small kitchen appliances.
  - Turn off water to external faucets.
  - Set your electrical timer to turn some lights on and off during the evening hours.

- Lock your garage door
- Things To Bring
  - Tickets.
  - Passport.
  - Reservation confirmation.
  - Prescription medicine.
  - Contact lenses, lens case, and extra solutions.
  - Extra eyeglasses or lens prescription.
  - Umbrella or raingear.
  - Camera.
  - If you plan to bring back souvenirs, leave some room for them in your luggage.