

Travel above & below...Service above & beyond

TRAVELERS CHECKLIST

TO-DO: ONE WEEK BEFORE		GENERAL LIST		DOCUMENTS/MONEY	
Advise Family of itinerary Advise neighbor Arrange lodging for pets Hold mail Advise bank/credit cards Stop newspaper Contact cell phone company Refill medications Get small bills for tipping Exchange money Copy passports/credit cards Pay bills/send mail		Bathing suits Hat Sunglasses Sunscreen Mosquito repellant Rain jacket Walking shoes Beach/boat shoes Shirts/T-shirts Pants/skirts/shorts Socks/underwear Pajamas Binoculars		Credit/ATM cards Currency/Travelers checks Medical/Dental card Trip insurance policy Drivers License/Permit Itinerary & vouchers C-Card Passport/Visa Pen & paper Phone card Phone numbers & addresses Travel guide Airline tickets/Boarding pass	
TO-DO: 24 HOURS BEFO Reconfirm itinerary Check-in for flights Set refrigerator Set heat or air conditioning Leave key Set timers & lights	RE	Aloe/moisturizer Prescription medications Decongestant Headache medication Heartburn/diarrhea medicine Band aids Tweezers Seasickness medication Ear drops		Vaccination certificate Dive insurance card DIVE LIST Log Book Mask & snorkel Fins & booties BC (incl. weight pockets)	
Set timers & lights Turn off ice-maker Turn off water heater Unplug major electronics Set VCR/DVR Water plants/lawn		Shaving cream/razors Shampoo & soap Toothbrush & toothpaste Deodorant Cosmetics/styling products Glasses/contacts Laptop & charger Cell phone & charger Adapter/Convertor Watch/travel alarm clock Ziploc or waterproof bags Book/Magazine		Regulators, computer/gauges Wetsuit/shorty/skin Primary & backup lights Light sticks Defog/Mask cleaner Whistle & Signal mirror Surface marker Gloves Dive tool/knife Slate/table & pencil Lanyards/clips Diver alert (air horn) Spare parts kit	
				Batteries for lights & camera Camera Housing & ports Film/memory cards O-rings & grease/silicone Cleaning fluid/cotton swabs CD's/Hard-drive	





