



Last-Minute Trip Preparation Checklist

CONFIRM TRAVEL

- Verify booking details (dates, flights, accommodations).
- Check passport validity (at least 6 months beyond travel dates).
- Research visa requirements & apply if needed.
- Digitize important documents (passport, ID, insurance, bookings)
- Store copies on your phone and secure cloud storage

HEALTH, INSURANCE, & SAFETY

- Purchase travel insurance covering cancellations, medical emergencies, lost luggage.
- Check for required or recommended vaccinations.
- Pack personal medications in original packaging.
- Bring a doctor's note for prescription meds.
- Research local customs, laws, and safety advisories.

FINANCIAL & COMMUNICATION

- Notify your bank of travel plans to prevent card blocks.
- Download essential apps.
- Check international roaming plans or plan for a local SIM card.
- Pick up and put away clutter.
- Consider installing a VPN for secure internet access.

PACKING ESSENTIALS

- Pack versatile clothing for layering and mixing.
- Include chargers, adapters, & a portable battery pack.
- Include a basic first-aid kit.
- Use language apps like Duolingo or Memrise.

HOME & TRANSPORTATION

- Arrange transportation to/from the airport in advance
- Use reputable apps with driver tracking
- Share ride details with a trusted contact
- Secure your home before departure
Unplug non-essential electronics

FINAL CHECKS & PERSONAL ADDITIONS

- Add any personal items or tasks specific to your trip
- Double-check all the above steps are completed
- Print copies of your itinerary & important contacts
- Set out-of-office messages for email or work communications

Safe travels! If you think we've missed something, please leave a comment—we'd love to hear your tips!

