

Pre-Travel Checklist

- book flights (54 days prior)
- select shirts for trip & wear them prior (21 days prior)
- shirts to cleaners for folding (7 days prior)
- hold mail (4 days prior)
- email travel itinerary to spouse & parents / include copy of passport if trip is int'l (2 days prior)
- charge all electronics (phone, hotspot, e-reader, battery packs, etc.) (1 day prior)
- check weather for destination (1 day prior)
- pack (1 day prior)
- clean out refrigerator (1 day prior)
- water gardens / plants (day of departure)
- take out trash (day of departure)
- adjust thermostat (day of departure)
- turn down hot water heater (day of departure)
- turn off outdoor hoses (day of departure)
- check all door locks (day of departure)
- dishes to zero (day of departure)
- unplug electronics / chargers (day of departure)
- change sheets & towels (time permitting) (day of departure)