## Travel Check List

***Before You Leave....***

- ☐ Advise family of itinerary
- ☐ Advise local police
- ☐ Advise neighbor to watch house
- ☐ Arrange care for pets
- ☐ Clean/set refrigerator
- ☐ Have post office hold mail
- ☐ Leave key
- ☐ Put extra jewelry in safe deposit box
- ☐ Set heat or air conditioning
- ☐ Set timers and lights
- ☐ Stop newspaper delivery
- ☐ Turn off ice maker
- ☐ Turn off water heater
- ☐ Unplug major appliances
- ☐ Water plants/arrange lawn care
- ☐ Check insurance coverage
- ☐ Lock windows & doors

***Don't Forget....***

- ☐ Credit/ATM cards
- ☐ Insurance
- ☐ Phone numbers
- ☐ Picture ID/driver's license
- ☐ Tour books/maps
- ☐ Travelers checks
- ☐ Vaccination certificate for pets
- ☐ Camera/film/batteries
- ☐ Cell phone/battery charger/adapter
- ☐ Video camera/batteries/tapes/power adapter
- ☐ First aid supplies
- ☐ Medicines/vitamins
- ☐
- ☐
- ☐
- ☐
- ☐

Proof Copy Template Only

**TRIP RECORD**

From _____ To _____

Left _____ Arr. _____

Time Date Time Date

Mileage _____

(Start) (Arr.)

(Expenses) Description Amount

_____

_____

_____

TOTAL _____

From _____ To _____

Left _____ Arr. _____

Time Date Time Date

Mileage _____

(Start) (Arr.)

(Expenses) Description Amount

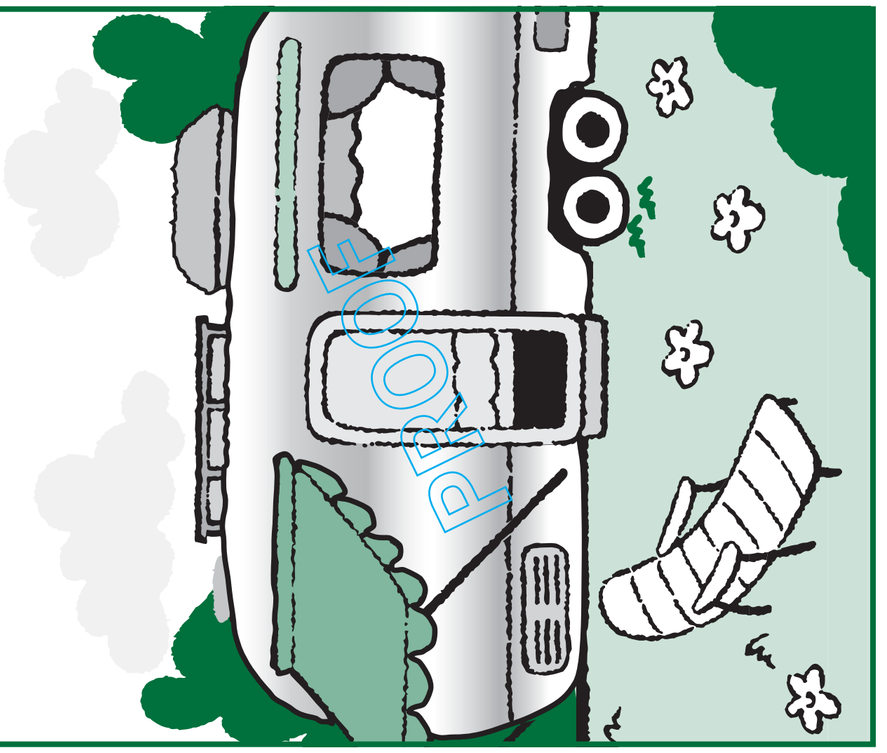
_____

_____

_____

TOTAL _____

Add Your Logo &
Imprint Here!
4" x 2 1/2" area
(Imprint: Black ink)



Proof Copy Template Only

***We Offer the Following for Your Convenience....***

- List
- Services
- Here!

3 1/2" x 7 1/4" area

Services List:
Black Ink