FREE DOWNLOAD

CHECKLIST TEMPLATE

International Travel Checklist








When You Book

COMPLETED TASKS 3 **OUT OF** 11

TASK	CHECK
~~Check Passport validity~~	☑
~~Check destination entry requirements~~	☑
~~Check & book in vaccinations~~	☑
Check any Medications / Prescriptions	☐
Buy Travel insurance	☐
Start planning travel itinerary	☐
Plan your itinerary and activities.	☐
Submit annual leave requests	☐
Book airport parking	☐
Sort out sitters	☐
Check & purchase travel adapters	☐
	☐
	☐

One Week Before Departure

COMPLETED TASKS 4 **OUT OF** 9

TASK	CHECK
Collate all trip documentation	☐
~~Register trip with government website~~	☑
Purchase foreign currency	☐
Review phone roaming charges	☐
~~Do laundry~~	☑
Write packing list	☐
~~Pre-book restaurants~~	☑
~~Book activities~~	☑
Reschedule any deliveries	☐
	☐
	☐
	☐
	☐

To Do

COMPLETED TASKS 3 **OUT OF** 6

TASK	CHECK
Let neighbours know	☐
~~Share itinerary with family~~	☑
Check exchange rate	☐
Learn some local phrases	☐
~~Print out hard copies of all documents~~	☑
~~Download travel apps~~	☑
	☐
	☐
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	☐
	☐
	☐
	☐

One Day Before Departure

COMPLETED TASKS 5 **OUT OF** 11

TASK	CHECK
~~Take out bins~~	☑
~~Water plants~~	☑

Departure Day

COMPLETED TASKS 3 **OUT OF** 7

TASK	CHECK
~~Check Packing List is complete~~	☑
Check passport & boarding pass packed	☐