



# TRIP PACKING

## Checklist

[www.organizingpro.com/trip-packing-checklist](http://www.organizingpro.com/trip-packing-checklist)

Trip: \_\_\_\_\_ Number Days/Nights: \_\_\_\_\_ Dates: \_\_\_\_\_

- **Check off what you've packed. Remember to pack less to enjoy travel more!**

### PREP FOR TRIP:

- ☐ Check Trip Weather
- ☐ Decide Suitcase(s)
- ☐ Laundry Done
- ☐ Bills Paid/Desk Clear
- ☐ Stop Mail
- ☐ Hair Cut/Manicure
- ☐ Vitamins/Medicines
- ☐ House/Timer Lights
- ☐ Neighbor: Keys

### PERSONAL ITEMS:

- ☐ Toothbrush/Paste
- ☐ Shampoo/Conditioner
- ☐ Hair Brush/Tools
- ☐ Makeup Bag
- ☐ Hand/Body Lotion
- ☐ Sunglasses/Sun Screen
- ☐ Jewelry
- ☐ Snacks
- ☐ Gifts/Thank You Notes

### CLOTHES PACKING:

- ☐ Outfits: Casual # \_\_\_\_\_
- ☐ Outfits: Dressy # \_\_\_\_\_
- ☐ Pajamas/Loungewear \_\_\_\_\_
- ☐ Underwear # \_\_\_\_\_
- ☐ Activewear # \_\_\_\_\_
- ☐ Outwear: Jacket \_\_\_\_\_
- ☐ Sweater/Hoodie \_\_\_\_\_
- ☐ Shoes/Socks \_\_\_\_\_
- ☐ Travel Clothes \_\_\_\_\_

### IMPORTANT!

- ☐ Organized Purse
- ☐ Travel Folder
- ☐ Boarding Passes
- ☐ Credit Card and Cash
- ☐ Health Insurance Card

### ELECTRONICS

- ☐ Phone Charger
- ☐ Laptop
- ☐ Headphones
- ☐ Movie/Book
- ☐ Apps for Trip

### CLOTHES TIPS:

Take comfortable favorites to wear. A few shoes, several outfits, multiple tops. Take photos & remember to bring your smile! :)

### THINGS TO DO 😊

- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

### PLACES TO GO 😊

- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

### PEOPLE TO SEE 😊

- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

## Trip Packing Made Easy

✓ Checklist



by Marcia Ramsland, Your Organizing Life Coach \* [www.OrganizingPro.com](http://www.OrganizingPro.com)

Get ready for your next trip with this plan and you'll feel more prepared than you ever have! Print 1 page per trip & keep notes on it to make each trip easier. Remember, anything you do more than once should simplify with a planned system. Plan it. Live it. Enjoy it!

Trip to Where? \_\_\_\_\_ Car or Flight? \_\_\_\_\_ Dates? \_\_\_\_\_

How many days will you be away? \_\_\_\_\_ Nights? \_\_\_\_\_ Purpose? \_\_\_\_\_

What would make this a great trip? \_\_\_\_\_

### Clothes Packing List

Trip Days	ACTIVITIES for the Day	OUTFITS for Activities
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

### The Stress-Free Packing Plan

#### 4 DAYS BEFORE

- ☐ Start "Clothes Pack List"
- ☐ Do Laundry & Clean Up Home
- ☐ Pack Personal Care Bag: Makeup, Toothbrush, Hair Supplies, Supplements, etc.

#### 3 DAYS BEFORE

- ☐ Get Haircut, Manicure or Pedicure
- ☐ Use up Perishable Foods
- ☐ Pack Purse, Snacks, & Any Gifts
- ☐ House Keys to Neighbor

#### 2 DAYS BEFORE

- ☐ Clean up your Desk & Email
- ☐ Confirm & Print Travel Arrangements
- ☐ Check Weather. Pack Suitcase: Shoes on bottom, clothes on top
- ☐ Pack Jewelry, Money, Jacket

#### 1 DAY BEFORE

- ☐ Final Sweep through Home
- ☐ Pack Phone Chargers & Electronics
- ☐ Print Boarding Pass
- ☐ Put Suitcase & Computer by the Door

**Early Morning Departure:** Time it based on how well packed you are & recommended Airport Arrival Time. Then Dress-> Gather Suitcase, Purse, & Travel Bag by Door -> Eat -> GO!

**Now you're ready for a Great Trip without the hassle of packing last minute!**

**Marcia Ramsland, The Leading Online Organizing Coach for Business & Life Success**  
*"Coaching Busy People to Make Every Day Count!" \* [www.OrganizingPro.com](http://www.OrganizingPro.com)*