



VACATION CHECKLIST

Here is your list of what to do before you even pull out your suitcase for that next vacation.

- Check prescriptions for any necessary refills.
- Put a hold on newspaper(s).
- Put a hold on mail.
- Pay your bills.
- If traveling out of the country be sure your passport is up to date.
- Arrange for a pet sitter or kennel reservation.
- Let your neighbor know you will be away.
- Turn off water switch for the washing machine.
- Unplug computers, small appliances and televisions.
- Clean out refrigerator of any perishables.
- Empty trash cans.
- Set up timer for lights.
- Get cash from ATM.
- Print or electronically store any information for your trip
- Water plants.
- Set up a vacation response for your work voicemail and email.
- Lock all windows.
- Make arrangements for snow removal or lawn service.
- Turn off sprinkler system.
- Notify your neighborhood police department of your absence.
- Travel light and empty your wallet of unnecessary reward cards.
- Arrange for transportation to and from the airport.
- For road trips – fill up your tank the night before.
- Map out your journey either on GPS or paper map.



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