

- \*\*CREATE website handbook of\*\*
  - flight info
  - airline customer service number
  - airport map with gates
  - hotel address (linked), phone number, hotel shuttle
- \*\*SAVE and FAVORITE on phone\*\*
  - airline customer service phone number
- \*\*BUY before leaving\*\*
  - frozen meal ready at home for return date
  - protein bars for flight over and back
- \*\*EDC\*\*
  - pen (2)
  - pocket notebook
  - credit cards (2)
  - state ID
- \*\*Personal Effects\*\*
  - contact friends in destination city
  - haircut within 4 weeks
  - empty water bottle
  - normal notebook
  - reading book
  - noise-cancelling headphones
- \*\*Electronics\*\*
  - USB-A --> Thunderbolt
  - USB-A --> USB-C
  - USB-C --> wall
  - wall outlet adapter
  - laptop with charger
  - phone with charger
  - iPad or Switch
  - powerbank
- \*\*DOWNLOAD onto phone\*\*
  - transit app
  - hotel app
  - conference app
  - airline app
- \*\*Clothes\*\*
  - Fly Days
    - slip-on shoes
    - compression socks
    - jacket
    - button down with chest pocket
  - Ground Days
    - shoes (practical)
    - shoes (formal)
    - socks
    - underwear
    - ties
    - cuff links
    - shirts
    - jacket

- umbrella
- \*\*Toiletries\*\*
  - razor
  - ibuprofen
  - diphenhydramine
  - glasses
  - contacts
  - contact fluid

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