

- ☐ **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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