

	TRAVEL AGENCY #1	TRAVEL AGENCY #2	TRAVEL AGENCY #3
Company Name			
Contact Name			
Address			
Telephone			
Website/E-Mail			

How long have you been in business?			
Belong to any national or local professional associations?			
How far in advance should I book our honeymoon?			
Do you recommend one property or resort over another? If so, why?			
Do you charge a booking fee?			
Does my honeymoon destination offer special package deals?			
Can you provide customized trips?			
What travel services can you book? (air, cars, hotel, excursions, etc.)			
Are you available in case of an emergency during our trip?			
Do you specialize in leisure travel or business travel?			
Do you have a honeymoon registry?			
Why should I book with you vs. the Internet?			
When is the deposit & final payment due?			
Do you have a written contract?			
Do you provide currency change and/or traveler's checks?			
Do you offer travel insurance?			
Are taxes & gratuity included in the price?			
Are there any additional fees?			
Cancellation and refund policy?			
Can you provide three references?			

MY TRAVEL AGENCY IS: Company: _____ Agent: _____
 Address: _____ Phone: _____
 Hours: _____ Email: _____ Website: _____

TRAVEL ITINERARY

WEDDING NIGHT ACCOMMODATIONS

Location: _____
 Address: _____
 Contact: _____
 Phone: _____
 Website: _____
 E-mail: _____

IMPORTANT THINGS TO REMEMBER

- Passport Visa Photo ID
 Vaccinations Travelers Cheques
 Tickets Itinerary

HONEYMOON:

Destination: _____
 Date of Departure: _____
 Date of Return: _____
 Airline: _____
 Departing From: _____
 Arrive At: _____

HOTEL/RESORT:

Confirmation #: _____
 Address: _____
 Phone: _____
 Website: _____
 E-mail: _____

CAR RENTAL:

Address: _____
 Phone: _____
 Website: _____
 E-mail: _____

PACKING CHECKLIST

CARRY ON BAGGAGE:

- Names and phone numbers of people to contact in case of an emergency.
- Cash, credit cards and traveler's checks
- Small US currency for tipping
- Passport/visa and/or driver's license
- Travelers checks' serial numbers
- Complete travel itinerary with addresses, phones #'s and confirmation numbers
- Airline tickets
- Photocopies of all the above items as well credit card contact phone numbers to keep in hotel safe
- Thank you notes
- Prescription medication
- Medical cards and physicians phone numbers
- Phone numbers to the local US embassy
- Overnight toiletries and one casual outfit
- Camera
- Cell phone and charger
- iPod/MP3 player
- Maps
- Antibacterial wipes
- Currency converter chart or pocket calculator
- Foreign language dictionary
- Travel guide book
- Reading material
- Eyeglasses/sunglasses/contact lenses
- Gum and/breath mints
- Motion sickness medicine

CHECKED BAGGAGE/COSMETIC BAG:

- Basic toiletries (shampoo, deodorant, razors, etc.)
- Makeup bag
- Perfume
- Insect repellent and anti-itch cream
- Band aids
- Aspirin
- Vitamins
- Sunscreen lotions and aloe vera
- Chap stick
- Antacid
- Antihistamine
- Diarrhea medicine
- Birth control
- Feminine hygiene products

CLOTHING:

- Casual shorts/pants/tops
- Dressy shorts/pants/top/dresses
- Jackets/blazers/ties
- Outdoor jackets/sweaters
- Sweatshirts/sweatsuits
- Belts
- Socks/hosiery
- Shoes
- Underwear/panties & bras
- Walking shoes/sandals/loafers
- Athletic shorts/tops & athletic shoes
- Swim suits, swim suit cover-up
- Sun hat or baseball cap
- Accessories/jewelry
- Pajamas

OTHER ITEMS:

- Backpack and/or beach bag and purse
- Honeymoon gift for your spouse
- Extra tote bag for bringing home new items
- Extra film and camera batteries
- Shout wipes (instant stain remover towelettes)
- Plastic trash bags for dirty laundry
- Small sewing kit and safety pins
- Electrical converter/adaptor
- Travel alarm clock and iron
- Umbrella
- Video camera and tapes

DOCUMENTS TO LEAVE with a trusted contact person:

- Complete travel itinerary with addresses, phones #'s and confirmation numbers
- Copy of credit cards numbers, travelers check numbers and passport/drivers license
- Copy of your wills, life insurance-policy numbers, and pertinent financial info

NEED TO DO BEFORE LEAVING:

- Get passport and travel documents
- Stop mail collection
- Stop newspaper and other deliveries
- Leave contact information with neighbors
- Coordinate pet care
- Water plants
- Set light timers
- Clean out refrigerator
- Empty garbage containers
- Lock all doors and windows
- Set security alarm

