

IMPORTANT PRE-TRAVEL CHECKLIST

CONFIRMATION & CHECK IN

Most airlines do not require you to physically re-confirm your flight but it is advised to check the flight is still running as per schedule on their website. We are usually notified of these changes but sometimes due to time differences or the late advice we may not be able to let you know in time.

Any special meal, medical or seating requests need to be advised at least 72 hours prior to departure.

Most airlines allow you do an online check in 24 hours prior to your flight, it may save you time at the airport. We recommend you arrive at the airport 2.5-3 hours prior to international flights.

TRAVEL INSURANCE

Comprehensive Travel Insurance is essential. Please ask your consultant if do not have any other arrangements.

We recommend you put the insurance company's emergency assistance number into your mobile phone. You can take out insurance anytime until your departure from Australia.

HOTELS

Local "City" or "Tourist" taxes may apply for accommodation and are to be paid direct to the hotel. These fees, if applicable, are minimal and don't apply to all cities but are mainly found in European Countries.

Resort Fees are becomingly largely popular in many U.S States, they usually range from \$25-\$45USD per night. You would have been advised of this at the time of booking. If you are charged this fee and were not aware of this please contact us.

PASSPORTS

Please ensure that your passport is **valid for at least six months beyond the date of your return to Australia** and that you have a minimum of six spare pages in your passport. Please also ensure the name on your ticket matches the name on your passport. It is a good idea to actually check you know exactly where your passport is - Please **physically look** for your passport and then also check it matches your ticket (yes again!) and do not leave this until the day you are due to travel.

CURRENCY

We can provide foreign cash and multi-currency cash passports for your convenience.

We do need a day or two to order foreign cash but cash passports are onsite and can be issued instantly. We recommend you only keep about one days' worth of cash you at any time.

VISAS/RE-ENTRY

It is your responsibility to ensure that you have the correct visa documentation. If you have a criminal conviction you should have already contacted the appropriate consulates prior to booking or paying to see if entry will be granted, your consultant cannot do this for you and is not our responsibility.

TRAVEL ADVISORY

The Australian Government travel advisory website address is www.smartraveller.gov.au. We highly recommend your register your travel details on this site. For 24-hour Consular Emergency Centre call +61 2 6261 3305 (outside Australia) or 1300 555 135 (within Australia). We suggest you put these numbers into your phone.

HEALTH

Please contact your doctor or a specialist travel clinic to check vaccination requirements, arrange sufficient medication and a doctor's letter if necessary. We recommend that you also check that your medicines are legal where you intend to visit and carry an extra pair of prescription glasses or your optical prescription. We recommend you follow health advice given by airlines on long flights for example drinking lots of water and exercising your legs frequently.

FREQUENT FLYER POINTS

If you have given us your frequent flyer membership numbers we will advise the applicable airlines accordingly.

In order to ensure the points are awarded please **keep your boarding passes** until the points appear on your statement.

If your points are not credited on your account within 2 weeks of arrival home please follow up with your provider.

IMPORTANT DOCUMENTS

We recommend that you keep a photocopy of your passport, credit cards and other important information in a separate location to the original documents and also leave a copy at home or with a friend. Some people even choose to scan them and send to their email address. It is also a good idea to have the bank's emergency phone number should your credit card be lost or stolen.

OTHER

If you plan on taking your mobile overseas be sure to call your mobile phone provider to ensure your phone will work overseas and that international roaming is switched on. Please also talk to your provider about DATA roaming costs whilst overseas. It is highly recommend you turn DATA ROAMING **OFF** on your phone.

Some things to think about before you leave home:

- Stop any routine deliveries
- Someone to check your mail or consider a divert if you are away for a long time.
- Pay any bills that will be due while you are away
- Don't forget to take out garbage and ensure you have someone to take it in again for you.
- Leave house keys with someone in case of emergencies
- Someone to water your plants – inside & out.
- Lock all windows, doors, garages & sheds,
- Ensure house is secure in case of severe weather.
- Turn off any electrical appliances and power points off

PACKING TIPS

When packing for your trip be ruthless and usually whatever you have packed you can *halve* it - and possibly halve it again! Unless you are on safari in the middle of Africa chances are you can buy extra clothes or amenities at your destination if you need to.

LIQUIDS, GELS, AEROSOLS & POWDERS

Most countries restrict the quantity of liquids, aerosols, gels and certain powders you can carry onboard international flights only.(and some domestic flights within particular countries) These restrictions do not apply to your checked-in baggage. Exceptions to this include baby formula/food and prescription medications. Please see [Home Affairs](#) for full information or ask your consultant if you are unsure

MEDICATIONS & AMENITIES

- A small first aid kit is recommend for any journey including Band-Aids, antiseptic, alcohol wipes
- Over the counter medications such as pain relief, cold/sinus, anti-diarrhoea, hydrolytes, motion sickness, etc.
- Insect repellent and sunscreen.
- Baby wipes/wet ones are always a brilliant thing to carry with you when travelling along with hand sanitizer.
- Your general toiletries you use every day & spares of essential items
- Ensure you have your medications labelled and a copy of your prescriptions.

BASIC ESSENTIALS

- Clothing suitable for all seasons & suited to your destination – layers are always best.
- Something to keep you warm on the plane.
- Rain & wind & protection (jackets that fold/scrunch up to small pouches are ace)
- Luggage labels & locks
- A small torch
- Good walking shoes
- Camera, lenses, batteries, charger
- Phone, laptop, iPods, tablets & their chargers/power pack
- Waterproof bags/pouches for your electronics
- Hand held fan
- Packing cubes/cells & spare bag for laundry.
- Reading materials, maps, guide books, phrase books.
- Sunglasses/glasses/contacts (and a spare pair)
- A good hat.
- International power adapters/powerboard with USB connectors
- Luggage scales (travel sized)
- Money belt if you feel you need one, handbags that you can cross over your body are the best
- Snap lock bags in the large and small size are always brilliant to take with you
- Bubble wrap is always a good thing if you buy anything delicate along the way

Most of all, pack an open mind!
We wish you a safe and memorable journey