



# Reformation Tours' Guide to Preparing for your Tour

For those who like checklists, here are some ideas for preparing for your trip:

<b>Way in Advance</b>	
Make reservations	Update will
Renew passport/Send copy to tour company	Check status of homeowner's insurance
Note date for final payment (reminder will be sent)	Purchase travel accessories
Arrange for medical and dental checkup	Get vaccinated for Covid-19 (if required)
<b>2 Weeks Before</b>	
Arrange for pet care	Break in new shoes
Arrange for garden care	Fill prescriptions
Arrange for house care	Photocopy documents, ID, credit cards
<b>1 Week Before</b>	
Stop mail or arrange for pickup	Alert credit cards of travel plans
Do dry cleaning	Do laundry
Stop newspaper & other delivery service	Prepare carry-on bag with books, snacks etc.
Orient sitters/caretakers	Get foreign currency from bank
Pay bills	Print or write address labels for postcards
Balance checkbook	Inform neighbors
<b>1 Day Before</b>	
Prepare timers for lights & radio	Check destination weather
Make sure you have your passport!	Notify home-alarm company
Charge rechargeables	Remove perishables from fridge
Change outgoing phone message	Update contact info on luggage/bags
Forward email or set up auto-response	Water plants
Clean house	Pack and set out your travel clothes
Check-in for your flight 24 hours before departure	Have an early night
<b>Day of Departure</b>	
Set lights on timers	Run garbage disposal
Make sure oven & iron are off	Unplug power-surge-sensitive appliances
Do dishes	Take out trash
<b>On Leaving</b>	
Adjust thermostat	Lock doors & set home alarm
Park car in driveway/garage	Shut windows



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