

Checklist A Preparation and Planning					
	Necessary		Valid until	Authority	Remarks
A) Important travel documents	Yes	No	(Date)		done (v)
1. Travel Passport					
2. Personal ID Card					
3. Student Card					
4. Drivers License					
4.1 International Drivers License					
5. Vaccination Card					
6. Visa					
7. Work Permit					
8. Job Certificates					
9. Translations					
10. Foreign Country Entry Documents					
11. Transfer Tickets					
11.1 Flight Tickets					
11.2 Train Tickets					
11.3 Bus Tickets					
11.4 Boat- and Ferry Tickets					
12. Booked Accommodations					
13. License (Diving, Sailing, etc.)					
14. Foreign Health Insurance					
B) Money	Available		Valid until	Institution (Bank)	Remarks
	Yes	No	(Date)		done (v)
15. Means of Payment					
16. Credit Card					
17. Cash in local Currency					
18. Info to domestic Credit Institution					
19. Online Account					
C) Preparation	Available		Valid until	Medical Office	Remarks
	Yes	No	(Date)		done (v)
20. Vaccinations					
	Available		Valid until	Content	Remarks
	Yes	No	(Date)		done (v)
21. Medical Supplies					
21.1 First-Aid-Kit					
21.2 Travel Pharmacy					
21.3 Required Medication					
	Available		Valid until	Length of stay	Remarks
	Yes	No	(Date)	(Days)	done (v)
22. Routing and Time Management					
	Available		Contact person	Length of stay	Remarks
	Yes	No	(Name)	(Days)	done (v)
23. Contact(s) and Job Offer(s)					
	Available		Contact person	Address	Remarks
	Yes	No	(Name)	(Street and Place)	Home Country / Foreign Country (v)
24. Emergency Contact(s)					
	Available		Medium	Remarks	
	Yes	No	(Type)		
25. Back up Online Data					
26. Compile your Map Material					
27. Infos Ministry of Foreign Affairs					
28. Communication / Mobile Data					
29. Create your Travel Folder					
30. Put your backpack together (see Checklist B)				Weight: _____ kg (note!)	
31. Others					
31.1 Travel Cancellation Insurance					
31.2 Rental Car					
32. Don't forget					