

Fold sheet vertically to take list with you.

## HOME STUFF

- secure windows, doors, garages, sheds
- close all curtains and blinds
- remove any valuable items from yard
- set up permanent-on and timer lights
- water plants & garden.
- set plastic bucket with hole for slow watering. ask neighbour to top up.
- unplug all appliances normally on "stand-by" - kitchen, lounge, bedrooms.
- mow lawn, request contractor to cut if away for many weeks.
- ask neighbour to put out cans on pickup day.
- clean out refrigerator.
- turn off hot water heater.
- turn off air-conditioner.
- unplug TV antenna to avoid lightning strike damage
- unplug modems, all computer equipment

## Pre-Travel ACTIONS

- make all accommodation reservations
- if use internet for bookings, print out receipts and booking confirmation pages, and save as PDF files
- store travel documents on a FLASH (pocket) drive in PDF format (any computer can read them)

- make airline, bus or train reservations.
- buy event tickets - sports, theatres, plays, festivals
- book car rental
- buy portable travel scales to make sure you make weight limits
- make itinerary. copy & leave itinerary, lodging and hotel information with friends or family
- put travel agent info and trip cancellation info into plastic sleeve
- pay bills due before you get back
- stop mail, newspaper, home deliveries
- setup email that you can access from any pc. say Google Gmail
- set up child care if required
- set up a cash (debit) card (VISA /MAESTRO/CIRRUS for internet purchasing
- get travelers checks.
- take credit cards
- check passport visa dates cover period away and all destinations away
- get inoculations – see foreign affairs advisory checklist
- get small amount foreign currency
- set up pets caretakers and instructions pet(s) or board them at kennel
- inform local police of absence period
- inform trusted neighbors
- inform family members
- hide a house key near house, and tell family and trusted neighbour of its location. you can always email the location in a crisis.
- buy any new/special footwear

- buy fresh alkaline batteries for all electronic gadgets and watches
- buy folding plastic lightweight poncho for wet weather
- buy compact first aid kit
- buy extra memory card for your digital camera? Cheaper at home
- buy elastic body wallet
- buy cheap second wallet to hold your copied id and a little cash, so when its stolen its not a problem
- buy medical and property loss travel insurance
- buy pocket language book
- convert books you haven't read to e-books using Word and Microsoft Reader plugin (for PDA reading)
- buy prescription and non-prescription medicines
- store your favourite internet addresses in a folder on your flash drive
- make an items checklist to use as you change locations, so you don't leave anything behind

## VEHICLES (whether using or leaving behind)

- pump up tyres and spare
- check oil, coolant and windshield water
- fresh oil change for long trips
- get garage checkout
- wash and vacuum
- copy insurance papers, take copy with you and leave in glove box
- fill up the gas tank

## PACKING

- pack your FOZI Tripod .. of course!!
- buy FOZI Tripod 5-PACKS for cheap gifts for nice people you meet on your journey
- pack for luggage weight to maximum you can carry. check with your scales
- pack family/children and home pictures to share with others
- print and cut out small identity and 'contact home phone number and email' labels. cut out and put one in each pocket of every luggage item
- contact info labels in all children's luggage
- pack for temperature and weather differences at destination. check internet for current temp and weather reports there
- pack swim suits
- pack cap, hat, gloves, mittens?
- special baby items? don't forget the baby!
- attach outside luggage tags
- compact first aid kit
- cameras, camcorder, film, tapes, batteries.
- battery operated alarm clock
- mobile phone and charger
- back up phone address book on your computer
- laptop/PDA with charger and connectors
- personal ID or driver's license

- passport/visa
- address books – paper and copied to flash drive
- airline, train, bus tickets
- event tickets
- take medical and property insurance info printed
- road maps, guide books
- language book
- reading material for traveling situations
- check e-books are on PDA
- binoculars
- torch, batteries, tape
- mini sewing kit
- laundry bag, 3 sizes plastic bags (strong)
- flash drive with files of your 'contact home' details , itinerary, insurance, identity, internet favourites, this FOZI checklist

## MEDICAL

- headache medicine, pain relievers, aspirin
- prescription pharmaceuticals
- cold and cough medicine
- spectacles, sun glasses, contact lenses, solution
- indigestion medication
- insect repellent
- sunscreen, skin burn lotion, lip balm
- first aid cream
- motion sickness medication
- vitamins
- toothbrush, toothpaste, floss
- combs, brushes
- deodorant, cologne and perfume

- soap, shampoo, conditioner
- shaving cream and razors
- makeup, cosmetics, mirrors
- hair dryers, curlers
- fem hygiene items
- nail clippers, tweezers, small scissors
- tissues, toilet paper, towels, towelettes

Send anything you think FOZI should add to the list to [fozi@timetale.com.au](mailto:fozi@timetale.com.au)

## FOZI

Timetale FOZI Tripod is a compact credit card size folding gadget to hold digital cameras, phone cameras, media players and PDA's steady, especially for jet travel. Get yourself in the picture. Great for night shots, personal, 'situations' and long exposures. Its also a great gift idea for anyone with a camera. Buy a 5-PACK.

