

MANAGING THE LAST MOMENTS

CHECKLIST

From pp39–40 of *The Intelligent Traveller*.

The last couple of weeks before you depart

- arrange cancellation of newspapers
- arrange collection of mail
- ask neighbours to water the pots and garden
- book the dog/cat into the kennel
- print out mailing labels for those to whom you plan to send postcards (this is an easy way of ensuring you don't forget anyone, or go away without their address)
- shop in a way that ensures you have finished everything in the fridge before leaving
- ask a friend to start your car from time to time
- pay all the accounts and arrange payment of those that will fall due while you are away

On the day before departure

- check and record the latest currency exchange rates applicable for your destination
- empty and defrost the freezer (if you're turning off the power, which is good for saving emissions)
- empty, clean and turn off the fridge
- soak the pot plants, take out the indoor plants
- book your taxi to the airport
- leave your travel itinerary (with addresses and contact details) with a family member or friend
- change your message on your phone's message bank, and perhaps activate an email automatic reply as well
- check the weather forecast on the internet for the city you are travelling to

On the day of departure

- empty the dustbin
- turn off all taps tightly
- turn off the hot water, or all water to the house
- turn off the power or, if you need it for your security system, ensure you've turned off all appliances at the power points
- turn off gas bottles (domestic, barbecue)
- check that all windows and doors are locked
- leave a key with a neighbour
- leave a car key as arranged