



Your Vacation Planner





Introduction

Planning a trip can be both exciting and overwhelming. From choosing your destination to ensuring you have all the necessary documents, there are many details to consider. A well-organized plan can make the difference between a smooth, enjoyable vacation and a stressful experience. This is where the expertise of a travel advisor becomes invaluable. With their extensive destination knowledge, travel planning expertise, and connections with preferred partners, a travel advisor can help streamline the process and ensure your trip is everything you dreamed it would be.

12 Months Out

WHERE DO YOU WANT TO GO?

This is the time to brainstorm and discuss where you'd like to go. Think about the type of vacation you want—relaxing beach getaway, cultural city tour, adventurous hiking trip? Your travel advisor can provide insights into various destinations based on your preferences and help narrow down your choices.

WHAT'S YOUR TRIP BUDGET?

Setting a budget early on is crucial. Your travel advisor can help you understand the costs involved and suggest destinations that fit within your financial plan. This includes accommodations, transportation, meals, and activities.

DECIDE ON GENERAL DATES

Consider your availability and the best times to visit your chosen destination. Your travel advisor can inform you about peak seasons, weather conditions, and any local events that might affect your travel dates.

RESEARCH & SELECT DESTINATION

Once you have a few ideas, dive into the specifics. Your travel advisor can provide detailed information about each destination, including must-see attractions, local customs, and any travel advisories. They can also recommend the best accommodations and activities.

BOOK HIGH-SEASON ACCOMMODATIONS

If you're traveling during peak season, booking accommodations early is essential. Your travel advisor can secure the best deals and ensure you get the perfect place to stay.

6 Months Out

BOOK INTERNATIONAL FLIGHTS

Flights, especially international ones, are cheaper when booked in advance. Your travel advisor can monitor prices and book flights at the optimal time, ensuring you get the best rate.

BOOK HIGH-SEASON DOMESTIC FLIGHTS

If your travel involves domestic flights during peak times, book these now as well. Your travel advisor can coordinate your entire flight schedule to ensure smooth connections.

PURCHASE TRAVEL INSURANCE

Travel insurance is a safety net for your trip. Your travel advisor can explain the different types of coverage available and help you choose the right policy.

RESEARCH ACTIVITIES & THINGS TO DO

Start thinking about what you want to do once you arrive. Your travel advisor can suggest popular activities and hidden gems, ensuring you make the most of your time.

DOUBLE-CHECK PASSPORT VALIDITY

Make sure your passport is valid for at least six months beyond your travel dates. If not, renew it now. Your travel advisor can remind you of these important details.

3 Months Out

CREATE ITINERARY OUTLINE

Draft a rough outline of your daily activities. Your travel advisor can help you plan a balanced itinerary that includes both must-see attractions and time for relaxation.

BOOK TOURS, CLASSES & PRIVATE GUIDES

Many tours and classes fill up quickly, so book these early. Your travel advisor can recommend reputable providers and even secure exclusive experiences.

BOOK SECONDARY TRANSPORTATION

Arrange for any additional transportation you'll need, such as trains, transfers, or rental cars. Your travel advisor can ensure all these details are seamlessly coordinated.

ADD CONFIRMATION NUMBERS, CONTACT INFO, & CANCELLATION TERMS TO ITINERARY

Keep all your reservation details organized in one place. Your travel advisor can provide a detailed itinerary with all the necessary information.

REQUEST PTO (IF YOU HAVEN'T YET)

If you haven't already, now is the time to officially request time off from work. Your travel advisor can remind you to check this off your list.

1 Month Out

PURCHASE ATTRACTION TICKETS / RESERVATIONS

Some attractions require advance booking. Your travel advisor can help you secure tickets and reservations to avoid any last-minute disappointments.

RESEARCH DINING OPTIONS

Explore dining options at your destination. Your travel advisor can recommend restaurants based on your preferences and even make reservations for you.

MAKE DINNER RESERVATIONS

Book reservations for any special meals or popular restaurants. Your travel advisor can handle this, ensuring you have memorable dining experiences.

FINALIZE ITINERARY

Confirm all your plans and reservations. Your travel advisor can review everything to make sure no detail is overlooked.

OBTAIN INTERNATIONAL DRIVING PERMIT (IF NEEDED)

If you plan to drive abroad, check if you need an international driving permit. Your travel advisor can assist with this process.

SCHEDULE ANY REQUIRED VACCINATIONS

Check if any vaccinations are needed for your destination. Your travel advisor can provide up-to-date information on health requirements.

2 Weeks Out

ORDER FOREIGN CURRENCY FROM BANK

Order any foreign currency you'll need. Your travel advisor can advise on the best options and help you avoid high exchange fees.

ALERT CREDIT CARD COMPANIES & SET PIN

Notify your credit card companies about your travel dates to prevent your cards from being frozen. Your travel advisor can remind you of this step.

ARRANGE PET SITTING/HOUSE SITTING

Make sure your home and pets are taken care of while you're away. Your travel advisor can recommend reliable services if needed.

STORE COPIES OF DOCUMENTATION IN CLOUD

Store digital copies of important documents, like your passport and itinerary, in a secure cloud service. Your travel advisor can ensure you have all necessary documents saved.

DETERMINE INTERNATIONAL CELL PLAN OR PURCHASE ESIM

Decide on your phone plan for international travel. Your travel advisor can provide information on the best options available.

PURCHASE TRAVEL ITEMS/CLOTHING NEEDED

Make a list of any travel items or clothing you still need to buy. Your travel advisor can suggest essentials based on your destination and activities.

1 Day Before Departure

PACK!

Make sure you have all your tickets, boarding passes, and required documents like your passport. Your travel advisor can provide a packing checklist to ensure you don't forget anything.

DOWNLOAD APPS, MAPS, TICKETS, ENTERTAINMENT

Download any apps, maps, or entertainment you'll need for your trip. Your travel advisor can recommend useful apps and provide tips for staying entertained during travel.

ARRANGE FOR MAIL TO BE HELD/PICKED UP

Ensure your mail is taken care of. Your travel advisor can remind you to set this up with your local post office.

ALERT ALARM COMPANY OF PLANS

Let your home alarm company know you'll be away. Your travel advisor can suggest security measures to keep your home safe.

BACK UP COMPUTER AND PHONES

Back up important data on your computer and phones. Your travel advisor can remind you of this important step to protect your information.

ARRANGE PARKING / AIRPORT TRANSPORTATION

Confirm your parking or transportation arrangements. Your travel advisor can help arrange airport transfers or recommend parking options.

Departure Day!

SET OUT-OF-OFFICE MESSAGE

Set your email out-of-office message. Your travel advisor can provide a template for a professional and informative message.

RESET THERMOSTAT

Adjust your thermostat to save energy while you're away. Your travel advisor can remind you to take care of this before you leave.

EMPTY REFRIGERATOR OF PERISHABLES

Dispose of any perishable items in your refrigerator. Your travel advisor can add this to your departure checklist.

TAKE OUT GARBAGE

Take out the garbage to avoid coming home to unpleasant odors. Your travel advisor can ensure this is on your to-do list.

UNPLUG APPLIANCES

Unplug any unnecessary appliances to save energy and reduce fire risk. Your travel advisor can include this reminder in your checklist.

PUT LIGHTS ON TIMER

Set timers for your lights to make your home look lived-in. Your travel advisor can suggest the best times and settings.

Departure Day! (continued)

SECURE VALUABLES

Ensure your valuables are safely stored. Your travel advisor can recommend secure storage options.

ADD LAST-MINUTE ITEMS TO SUITCASES

Pack any last-minute items. Your travel advisor can provide a final packing checklist to make sure nothing is forgotten.

DOUBLE CHECK TICKETS/PASSPORTS/IDS

Double-check check you have all necessary documents. Your travel advisor can provide a list of essential items to have on hand.

SEND ITINERARY TO LOVED ONES

Share your itinerary with family or friends. Your travel advisor can remind you to keep loved ones informed.

SET ALARM

Set your alarm to ensure you wake up on time. Your travel advisor can remind you to plan ahead for your departure time.

HAVE FUN!

Finally, enjoy your trip! Your travel advisor has helped you plan everything, so you can relax and make the most of your vacation.



Conclusion

Planning a trip involves many steps, but with the help of a travel advisor, the process becomes much easier and more enjoyable. From providing expert destination knowledge to securing the best deals and ensuring no detail is overlooked, a travel advisor is your key to a stress-free vacation. Enjoy your journey, knowing that every detail has been carefully planned for you.



Contact Us

If you're looking for a top-notch travel agency that can help you plan and execute your vacation adventure contact us at:

info@barnstormerstravel.com

(830) 460-3698

<https://barnstormerstravel.com>