



# ACCOMODATION

destination

start date

end date

duration

accommodation

hotel		type	
check in		check out	
no. of nights		cost per night	
address		contact	

accommodation

hotel		type	
check in		check out	
no. of nights		cost per night	
address		contact	

accommodation

hotel		type	
check in		check out	
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address		contact	

accommodation

hotel		type	
check in		check out	
no. of nights		cost per night	
address		contact	

# HAND LUGGAGE

## essentials

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## valuables

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## work items

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## entertainment

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## packing list

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# CAR RENTAL//TRANSFERS

rental company

location	pick up day
contact	drop off day
reservation number	total number of days
	total cost
info	

location	pick up day
contact	drop off day
reservation number	total number of days
	total cost
info	

location	pick up day
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contact

drop off day

reservation number

total number of days

total cost

info

# INTER COUNTRY FLIGHTS

start date

end date

duration

## flight information

airline

departure time

flight number

arrival time

destination

duration

total cost

## things to do



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booked activities

activity  
time required  
reserved  
contact  
address  
cost

activity  
time required  
reserved  
contact  
address  
cost

activity  
time required  
reserved  
contact  
address  
cost

activity  
time required  
reserved  
contact  
address  
cost