

Use the “Travel inventory template” to get ready for your trip, and remember to take all the necessary supplies with you.

The table is divided into four nominal blocks according to the characteristics of the included items:

- Essential/ Documents;
- Toiletries;
- Clothes;
- Other.

Each category contains a list of material assets you can need for travel; the list is divided into two columns.

Essential/ Documents	Item	Qty	Tick	Remark	Item	Qty	Tick	Remark
	Passport/Visa		<input type="checkbox"/>		Guidebook		<input type="checkbox"/>	
	Identification		<input type="checkbox"/>		Maps/Directions		<input type="checkbox"/>	
	Boarding pass/Tickets		<input type="checkbox"/>		Medical insurance card		<input type="checkbox"/>	
	Itinerary		<input type="checkbox"/>		Travel insurance card		<input type="checkbox"/>	
	Wallet		<input type="checkbox"/>		List of medications		<input type="checkbox"/>	
	Cash		<input type="checkbox"/>		Vaccination Certificate/ PCR test		<input type="checkbox"/>	
	Credit/ATM cards		<input type="checkbox"/>		Electronics chargers		<input type="checkbox"/>	
	Copies of passport/credit cards		<input type="checkbox"/>		Voltage adaptor		<input type="checkbox"/>	
	Cell phone		<input type="checkbox"/>		Camera		<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	

For each item name (“Item”), there are also additional columns (“Qty”, “Tick”, “Remark”).

The suggested pattern of using the template is as follows:

- Step 1: Read the list of items listed and mark those, which are relevant to you. If the required positions are missing, enter them yourself in the particular fields of each of the categories (“Other (specify)”).
- Step 2: For positions relevant to you, in the “Qty” column, mark the number of these positions you plan to take with you. For example:

Essential/ Documents	Item	Qty	Tick	Remark	Item	Qty	Tick	Remark
	Passport/Visa	2	<input type="checkbox"/>		Guidebook		<input type="checkbox"/>	
	Identification		<input type="checkbox"/>		Maps/Directions		<input type="checkbox"/>	
	Boarding pass/Tickets	3	<input type="checkbox"/>		Medical insurance card	3	<input type="checkbox"/>	
	Itinerary	1	<input type="checkbox"/>		Travel insurance card	3	<input type="checkbox"/>	
	Wallet	2	<input type="checkbox"/>		List of medications	1	<input type="checkbox"/>	
	Cash	2000	<input type="checkbox"/>		Vaccination Certificate/ PCR test	2	<input type="checkbox"/>	
	Credit/ATM cards	4	<input type="checkbox"/>		Electronics chargers	1	<input type="checkbox"/>	
	Copies of passport/credit cards	2	<input type="checkbox"/>		Voltage adaptor		<input type="checkbox"/>	
	Cell phone	2	<input type="checkbox"/>		Camera	1	<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	

- Step 3: When you have compiled a list of necessary things for your trip, you can pack according to the prepared list. Check this box in the “Tick” column when the packing for a particular position is complete. Thus, you will see what things you have already prepared and what else needs to be collected. For example:

Essential/ Documents	Item	Qty	Tick	Remark	Item	Qty	Tick	Remark
	Passport/Visa	2	<input checked="" type="checkbox"/>		Guidebook		<input type="checkbox"/>	
	Identification		<input type="checkbox"/>		Maps/Directions		<input type="checkbox"/>	
	Boarding pass/Tickets	3	<input checked="" type="checkbox"/>		Medical insurance card	3	<input checked="" type="checkbox"/>	
	Itinerary	1	<input checked="" type="checkbox"/>		Travel insurance card	3	<input checked="" type="checkbox"/>	
	Wallet	2	<input checked="" type="checkbox"/>		List of medications	1	<input checked="" type="checkbox"/>	
	Cash	2000	<input checked="" type="checkbox"/>		Vaccination Certificate/ PCR test	2	<input checked="" type="checkbox"/>	
	Credit/ATM cards	4	<input checked="" type="checkbox"/>		Electronics chargers	1	<input type="checkbox"/>	
	Copies of passport/credit cards	2	<input checked="" type="checkbox"/>		Voltage adaptor		<input type="checkbox"/>	
	Cell phone	2	<input checked="" type="checkbox"/>		Camera	1	<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	

- Step 4: For your convenience, in the "Remark" column, mark the collection or comment on the use or packaging of the relevant items. For example:

Essential/ Documents	Item	Qty	Tick	Remark	Item	Qty	Tick	Remark
	Passport/Visa	2	<input checked="" type="checkbox"/>	Me & husband	Guidebook		<input type="checkbox"/>	
	Identification		<input type="checkbox"/>		Maps/Directions		<input type="checkbox"/>	
	Boarding pass/Tickets	3	<input checked="" type="checkbox"/>	For me, husband & child	Medical insurance card	3	<input checked="" type="checkbox"/>	For me, husband & child
	Itinerary	1	<input checked="" type="checkbox"/>		Travel insurance card	3	<input checked="" type="checkbox"/>	
	Wallet	2	<input checked="" type="checkbox"/>		List of medications	1	<input checked="" type="checkbox"/>	Buy missing items
	Cash	2000	<input checked="" type="checkbox"/>	Take euros	Vaccination Certificate/ PCR test	2	<input checked="" type="checkbox"/>	
	Credit/ATM cards	4	<input checked="" type="checkbox"/>		Electronics chargers	1	<input type="checkbox"/>	
	Copies of passport/credit cards	2	<input checked="" type="checkbox"/>		Voltage adaptor		<input type="checkbox"/>	
	Cell phone	2	<input checked="" type="checkbox"/>		Camera	1	<input type="checkbox"/>	As hand luggage
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	
	Other (specify)		<input type="checkbox"/>		Other (specify)		<input type="checkbox"/>	

Bon voyage!