National Travel Seminar — Check List

Must have items:
- Flexibility – stuff happens, so be ready to adjust.
- Cooperation – working together will help make this seminar more enjoyable.
- Patience – sometimes things will not happen the way you expect or want.
- Appreciation – show you care about what others are doing on your behalf.

What to leave behind:
- Anything that you are concerned about losing.
- Valuable/expensive jewelry or accessories.
- Any papers or documentation that you do not need for your travels.

CLOTHING

For all:
- Comfortable walking shoes (closed toe)
- Dress shoes
- Sleepwear (note that hotel rooms may be cold)
- Belt (optional)
- Underwear (preferably quick dry so they can be hand washed)
- Sweater (for layering)
- Lightweight raincoat
- Socks (preferably all the same color and quick dry so they can be hand washed)
- Hat
- Gloves

For men:
- 1 coat/sports coat
- 3 pants that coordinate with the coat
- 3-4 shirts that coordinate with coat and pants
- Tie(s)
- T-shirts for layering

For women:
- 1 suit or pants suit
- 1 or 2 daytime outfits
- 1 or 2 informal outfits
- Long skirt
- Several blouses/shirts that coordinate with pants suit
- Pantyhose (a few pairs)
- Accessories
TOILETRIES

☐ Shampoo/conditioner
☐ Soap
☐ Toothbrush
☐ Toothpaste
☐ Dental floss
☐ Comb or brush
☐ Shaving supplies
☐ Lotion
☐ Lip balm
☐ Kleenex
☐ Nail clippers
☐ Emery board
☐ First aid cream
☐ Band-Aids
☐ Wet wipes / hand sanitizer
☐ Aspirin, ibuprofen or acetaminophen
☐ Antihistamines (allergies)
☐ Prescription medications
☐ Copies of written prescriptions
☐ Cold medicines
☐ Contact lens fluid

PERSONAL ITEMS

☐ Photo identification
☐ Ag Leadership Foundation name badge
☐ Business cards
☐ Alarm clock
☐ Watch
☐ Book
☐ Small waterproof backpack for day trips
☐ Camera and memory cards
☐ Small flashlight
☐ Batteries
☐ Sunglasses
☐ Sunscreen (SPF 30 or higher)
☐ Sewing kit
☐ Spot remover
☐ Sealable containers or bags (to pack wet clothes)
☐ Umbrella
☐ Extra glasses
☐ Sleep eye shades (optional)
☐ Ear plugs
☐ Snacks for the plane trip