

International Travel Document Checklist

Personal Identification Documents

- Passport (valid for at least 6 months beyond travel dates)
- Passport copies (2 physical copies + digital backup)
- National ID card
- Driver's license
- Student ID (if applicable)

Visa and Travel Permissions

- Visa for destination country
- Transit visa (if required)
- Invitation letter (for business or official travel)
- Return ticket confirmation
- Travel itinerary

Financial Documents

- Credit cards
- Debit cards
- Cash (local and international currency)
- Bank statement (past 3-6 months)
- Travel insurance document
- Proof of funds certificate

Health and Medical Documents

- Vaccination records
- COVID-19 vaccination certificate
- International health insurance card
- Prescription medications list
- Doctor's letter for medications
- Medical history summary
- Emergency contact information

Travel Insurance Documents

- Insurance policy copy
- Emergency contact numbers
- Coverage details printout
- Claim form
- Policy number and reference details

Additional Supporting Documents

- Hotel/accommodation reservations
- Return flight ticket
- Travel tour confirmations
- Conference/event registrations
- Employer letter (if applicable)

Digital Backup Recommendations

- Scan all important documents
- Store digital copies in secure cloud storage
- Share copies with trusted family member
- Save copies on encrypted USB drive

Emergency Contact Information

- Local embassy contact details
- Family emergency contacts
- Travel insurance emergency helpline
- Local hospital contacts
- Personal emergency contacts

Pre-Travel Checklist

- Check passport expiration
- Verify visa requirements
- Update travel insurance
- Inform bank about travel
- Set up international mobile plan
- Make copies of all documents

Additional Tips

- Organize documents in a waterproof folder
- Keep documents easily accessible
- Use digital and physical backups
- Check document requirements regularly
- Verify all documents before departure

Pro Tip: Always have multiple backup copies of critical documents and store them separately from originals.

Emergency Contacts Template

Emergency Contact Name: _____

Relationship: _____

Phone Number: _____

Email: _____

Embassy Contact: _____

Insurance Helpline: _____

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