



# Vacation Checklist

*The following checklist is provided to help you remember some of those small but important items that need to be done before leaving on a weekend getaway or an extended vacation.*

- Make a checklist of everything you will need on your vacation.
- Have mail and newspaper delivery stopped.
- Arrange for someone to water plants if you will be gone for more than 10 days.
- Arrange for someone to take out and return garbage cans.
- Set timer on sprinkler system.
- Have someone check your home periodically.
- Lock any vehicles left outside or in garage and hide the keys.
- Seal food and wash all dishes to avoid pests.
- Empty trash inside and outside home.
- Run dishwasher the night before leaving.
- Lock up or hide any valuables which may be easily accessible.
- Fix any leaky faucets.
- Check pool chemicals and arrange for care while you are gone.
- Turn off pool heater. Filter can be left on.
- Do **NOT** change answering machine messages.
- Arrange for care for your pets.
- If you have a security system, make sure someone is available to deactivate your security alarm system if it should be set off.
- Unplug small appliances, such as irons, hair dryers, curling irons, steam curlers, multicord outlets, coffee pots, etc.
- Throw out food that will spoil before you return.
- Set house lights, and possibly a radio or television, to be activated by a timer.
- Throw out any fresh flowers.
- Close windows and drapes; check locks.
- Have clean clothes, food, etc. for the first day or two you are home.
- A clean house and clean bedding make for a nice return.
- Make a list of the things you must do the first few days you are home.