

FREE Download: Travel Planning Itinerary Template

Click to access: <http://bit.ly/travelitinerary>

CITY NAME(S) Dates		
SATURDAY, SEPTEMBER 3	DEPT CITY>ARRIVAL CITY	<i>forecasted weather: highs & lows</i>
8:00 AM - 3:00 PM	City/airport to City/airport [Flight #]	[confirmation #s]
Taxi	Taxi company & tel #	
Hotel	Hotel name [address] [tel]	[confirmation #s] [room type, amount due]
SUNDAY, SEPTEMBER 4	CITY	
9:00 PM	Reservations at [restaurant name] [address, tel #]	
MONDAY, SEPTEMBER 5	CITY	
TUESDAY, SEPTEMBER 6	CITY	
WEDNESDAY, SEPTEMBER 7	DEPT CITY>ARRIVAL CITY	<i>forecasted weather: highs & lows</i>
12:00 PM - 4:00 PM	City/airport to City/airport [Flight #]	[confirmation #s]
Taxi or car rental	Company name & tel #	[confirmation #s]
Apartment	[Address] [Host name & tel #, email]	[confirmation #s] Booking service hotline