

## WORK TRIP

# Essentials Checklist

### MEALS

- spoon
- fork
- bowl
- mug
- plate
- dishwashing sponge
- dishwashing liquid

### CLOTHING

- dress pants
- sweaters
- shirts
- name tag
- bras
- underwear
- socks
- leggings
- sweatshirts
- jacket
- pajamas
- hat
- sneakers

### TOILETRIES

- toothbrush
- toothpaste
- hairbrush
- floss
- retainers
- shampoo
- conditioner
- towel
- bandaids

### SKINCARE / SELF CARE

- sunscreen
- vaseline
- facial moisturizer
- body lotion
- facewash
- perfume/ body spray
- razor
- plucker
- nail cutter
- pads/ tampons

### MEDICATIONS

- allergy pills
- pain relievers (e.g. acetaminophen, ibuprofen)

### TECH GEAR

- phone
- laptop
- headphones
- phone charger
- laptop charger
- portable charger

### MISCELLANEOUS

- wallet
- boarding pass
- alcohol wipes
- hand sanitizer
- masks
- work notes
- pens