

# Travel Planning: Transportation & Lodging Checklist

Use this before booking so your route, stay, budget, and comfort level all work together.

## Trip Basics

- Destination and travel dates are confirmed.
- Main purpose of the trip is clear: rest, family, adventure, work, celebration, or other.
- Total budget includes transportation, lodging, food, fees, parking, tips, and backup money.
- Must-haves and deal-breakers are written down before comparing options.

## Choose Your Transportation

- **Bus:** Check departure location, arrival station, luggage rules, transfers, restroom access, and safe transportation after arrival.
- **Vehicle:** Plan fuel, tolls, parking, rest stops, road conditions, backup routes, rental insurance, mileage limits, and return time.
- **Plane:** Compare baggage fees, seat costs, airport parking, rideshares, layovers, food costs, and cancellation rules.
- **Ship/Cruise:** Review boarding documents, port arrival time, gratuities, shore excursions, included meals, and extra-cost activities.

## Choose Your Lodging

- **Airbnb/Vacation Rental:** Review recent ratings, cleaning fees, parking, kitchen/laundry access, cancellation rules, and total price.
- **Hotel:** Compare breakfast, parking, resort fees, loyalty rewards, amenities, accessibility, and distance from planned activities.
- **Motel:** Check safety, recent reviews, lighting, office hours, parking, nearby fuel/food, and late arrival instructions.
- **Family Home:** Talk through arrival time, sleeping arrangements, meals, transportation, personal space, and how you can help.

## Before You Book

- The lowest price has been compared against convenience, safety, time, and stress.
- Cancellation policy and refund rules are acceptable for this trip.
- Transportation and lodging work together, especially if a rental car or rideshare will be needed.
- Important confirmation numbers, addresses, check-in times, and contact information are saved in one place.

## Quick Comparison

Option	Total cost	Pros	Cons or concerns
1.			
2.			
3.			

**Notes:**

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