



Ultimate Travel Planning Timeline

This is your step-by-step roadmap from the moment you start dreaming to the day you board. Whether you are booking a cruise, a resort, or an international adventure, these milestones keep you organized and excited every step of the way.

12+ Months Out — Dream & Decide

- ✓ Choose your destination and travel style (cruise, resort, adventure, cultural immersion)
- ✓ Set your travel budget including flights, accommodations, excursions, spending money, and insurance
- ✓ Check your passport expiration date — must be valid 6 months beyond your travel dates
- ✓ Apply for or renew your passport if needed — allow 10 to 13 weeks for standard processing
- ✓ Research visa requirements for your destination country
- ✓ Start a dedicated travel savings account or travel fund

9 to 12 Months Out — Book the Big Pieces

- ✓ Book flights, cruise, or resort package — best rates and availability are found early
- ✓ Book hotels for pre or post travel nights if applicable
- ✓ Contact your travel advisor at In Hines Sight Travel to begin your full itinerary
- ✓ Research group tours or excursions that require advance booking
- ✓ Begin collecting travel gear (luggage, packing cubes, travel adapters)

6 to 9 Months Out — Plan Your Experience

- ✓ Apply for travel visas if required — processing times vary widely by country
- ✓ Book specialty dining, spa reservations, or experiences that sell out early
- ✓ Research shore excursions for cruise ports or day trips for resort stays
- ✓ Apply for Global Entry or TSA PreCheck if you do not already have them
- ✓ Purchase travel insurance — ideally within 14 to 21 days of your first trip deposit
- ✓ Research local customs, cultural etiquette, and basic language phrases

3 to 6 Months Out — Get Specific

- ✓ Book airport transfers and transportation at your destination
- ✓ Notify your bank and credit card companies of your travel dates
- ✓ Start building your packing list and purchase any items you need
- ✓ Schedule any required vaccinations or travel health appointments
- ✓ Download offline maps and translation apps for your destination
- ✓ Confirm all bookings and reservations

4 to 6 Weeks Out — Final Planning

- ✓ Arrange for pet care, mail hold, and home security while away
- ✓ Make printed and digital copies of all important documents
- ✓ Pack a travel first aid and medication kit
- ✓ Confirm all transportation arrangements
- ✓ Check baggage allowances for your airline or cruise line

1 to 2 Weeks Out — Almost There

- ✓ Begin packing — you will likely shop at your destination so leave room
- ✓ Load travel cards and confirm currency exchange if needed
- ✓ Download entertainment for the flight (shows, playlists, e-books)
- ✓ Charge all devices and confirm you have every charging cable
- ✓ Review your full itinerary one final time
- ✓ Share your travel itinerary with a trusted person at home

Day of Travel — You Are Going!

- ✓ Arrive at the airport at least 2 to 3 hours before international flights
- ✓ Keep your passport and documents in your carry-on only — never checked luggage
- ✓ Stay hydrated on the flight
- ✓ Enjoy every single moment of the trip you planned and earned

Ready to start planning? Contact Latonya Hines at In Hines Sight Travel.

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