

Your next trip

A place for the details, with room for a little spontaneity.

Destination or route

Travel dates

Travelers

What matters most on this trip?

Three things you would love to do

Budget target and currency

Time to keep unplanned

Make this planner yours

Type into the fields in a PDF reader, or print and write by hand.

Duplicate the daily-plan sheet for longer trips. Print at actual size on US Letter, or choose “fit to page” for A4. Save a copy before closing your PDF reader.

Bookings & getting around

Keep confirmations, arrival details and the next connection together.

Date / time	Flight, train or transfer	Reference / details

Accommodation / address / check-in details

Contact numbers or links to booking details

Check entry rules and booking conditions with the relevant authority or provider.

Your week at a glance

Group nearby stops together and leave space between reservations.

Day / date	Morning	Afternoon	Evening

Travel days, timed tickets or other fixed commitments

A day worth remembering

Use one sheet per day. Start with the things you do not want to miss.

Place

Date

Time	Plan / place	Getting there / booking notes

Food stops / backup plan

Notes to carry into tomorrow

Your travel budget

Choose one currency for the totals, then track estimates against actual spending.

Currency

Total budget

Travelers sharing costs

Expense	Estimated	Actual	Paid by / notes

Include transport, stays, food, activities, insurance and a contingency.

Total spent

Left to spend / settle between travelers

Pack for your trip

Use your destination, activities and luggage allowance to decide what earns a place.

Essentials

Documents, medication, chargers

Item	Packed

Clothing

Layers, shoes, weather protection

Item	Packed

Toiletries & small things

Travel-size supplies, glasses, earplugs

Item	Packed

Trip-specific gear

Swimming, hiking, work or family needs

Item	Packed

Before you leave

Turn the last-minute scramble into a short, clear list.

To do	When / who	Done

Useful reminders

Check passport and entry requirements; confirm reservations and opening times.

Plan the airport or station transfer. Save the details you need offline.

Arrange things at home and share your itinerary with someone you trust.

Bring the memories home

The little details are often the ones you will want to keep.

Date / place

A moment to remember

Something you tasted, learned or noticed

Places to return to / ideas for another trip

Where next?

Explore destination guides at viatravelers.com/destinations/