

# increasing overall productivity

## Lesson 4

# Vacation Packing List

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### Clothes

- Bathing suits
- Workout wear
- Beach wear
- Day clothes
- Evening clothes
- Light jacket or sweater

### Important Documents

- Passport
- Driver's license
- Reservation confirmations
- Travel and event tickets
- Map of my destination
- Guidebook

### Accessories

- Belts
- Shoes
- Jewelry
- Beach bag
- Flip flops
- Hat

### Misc. Items

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### Toiletries

- Shampoo and conditioner
- Hair styling products
- Moisturizer
- Toothbrush, toothpaste, and floss
- Razor and shaving cream
- Perfume, cologne, or aftershave

### Medical

- Prescription medications
- Pain relievers
- Hand sanitizer
- Sunscreen
- Lip balm
- Bandages

### Electronics

- Tablet
- Smartphone
- Bluetooth headset
- MP3 player for sports
- Chargers for all devices (including car chargers)
- Converter, if traveling internationally