

Conference Travel Check List

BlogHer 2013 Edition



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Credentials ✓	
Passport / Gov't ID	
BlogHer 2013 Ticket	
Flight Ticket/Information	
Printed Travel Insurance Info	
Hotel Reserved Credit Card & Cash	
Business Cards (100)	
Media Kit (10 copies)	

Electronics ✓	
Smartphone	
Tablet	
Laptop	
Camera (incl SD Cards)	
Battery Chargers / Power Cords	
Power Strip/Extension Bar ¹	

Clothing ² ✓	
__ Undergarments	
__ Pairs of Socks	
__ Pairs of Pants	
__ Shirts	
__ Dresses	
__ Pajamas (if you plan on sleeping)	

Suggested Smartphone Apps ✓	
BlogHer13	
RoadNinja / Google Maps	
Traveler	
Starbucks	
Skype	
Evernote / Catch	

Footwear / Accessories ³ ✓	
2 stylish but comfortable pair of shoes	
1 pair of sandals	
Makeup	
Jewelry	
Shoulder Bag	
Hand Bag	

Toiletries ⁴ ✓	
Toothbrush / paste	
Eye Care (Glass/Contact cleaner, drops)	
Shampoo / Conditioner	
Moisturizer	
Feminine Hygiene Products	
First Aid / Medications	

Misc ✓	
Pen ⁵	
Notebook (instead of laptop/tablet)	
Ear plugs	
Snacks (energy/granola bars, mixes)	
Medications	
Feminine Products	

Additions: ✓	

Notes:

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1. You may have a lot of electronics that require charging, and usually will only have access to one outlet per person in your hotel room, if rooming with two or three other people. It will help you keep everything fully charged if you have enough ports on the bar to hold every charger you bring. Also if you need a quick charge while in the conference area, bringing an extension will encourage sharing instead of fighting over limited outlets.
2. Decide ahead of time how many articles you'll need of each item listed (and write that number in the "___" space.) Remember that you have limited space and will probably be bringing a lot more home than what you left with.
3. You'll more than likely want to style your feet for different occasions. Go stylish, but also go comfortable. Know your limits and stick within them. If you're feet hurt after wearing a pair of heels for a couple hours, leave them at home and work with a pair of gorgeous flats instead. You'll want a big shoulder bag for when you're panel and/or expo hopping, and you'll want a small hand bag for your essentials while partying or meeting brands for lunch. The great thing about bags is that when they're empty they don't usually take up too much space.
4. Bring travel sized items as much as possible, if you use a lot of shampoo, bring more than one travel sized bottle instead of one big bottle. The less you have to bring back home with you, the easier it will be to repack to do so.
5. You will want a pen at hand at all times, especially when speaking with brands. When you exchange cards, the brand may say they're with "XYZ Company," but their business card may give information on XYZ's PR firm. That is, there may be nothing on the business card to directly relate to the company representatives you just spoke with. If you do get such a card, you'll want to write down which company you spoke with directly on the card, so you know who to follow-up with after the conference. Do not rely on your memory to remember which PR firm gave you which card.

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