# Travel Itinerary

**Purpose:** This itinerary helps you plan and document every detail of your trip including transportation, accommodations, and planned activities. Keep it handy while traveling for a smooth and organized experience.

## Traveler Information

**Name:** {name}

**Email:** {email}

**Phone:** {phone}

## Trip Overview

**Destination:** {destination}

**Departure Date:** {departureDate}

**Return Date:** {returnDate}

**Purpose of Trip:***{tripPurpose}*

## Flight Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Airline** | **Flight Number** | **Departure** | **Arrival** | **Time** |
| {#flights}{airline} | {flightNumber} | {departureAirport} | {arrivalAirport} | {flightTime}{/flights} |

## Accommodation

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Hotel Name** | **Check-in** | **Check-out** | **Address** | **Booking Reference** |
| {#accommodations}{hotelName} | {checkInDate} | {checkOutDate} | {hotelAddress} | {bookingReference}{/accommodations} |

## Daily Schedule

{#dailyPlans}

* **{date}:***{activities}*

{/dailyPlans}

## Packing List

{#packingItems}

* {item}

{/packingItems}

## Emergency Contacts

{#emergencyContacts}

* **{name}** - {relationship}, {phone}

{/emergencyContacts}

## Insurance Information

{#hasInsurance}

**Policy Provider:** {insuranceProvider}

**Policy Number:** {policyNumber}

**Emergency Line:** {insurancePhone}

{/hasInsurance}

{^hasInsurance}

No travel insurance has been provided for this trip.

{/hasInsurance}