



# Guided Tour Travel Guide

## Travelling To & From

**Airport Procedures** - Be sure to check in for your flights about 12-24 hours prior to travel through the online app or website.

**Country Procedures** - Check with your destination travel requirements prior to arrival to be sure you'll have all necessary documents.

## Getting Around

**Transfers** - If this was arranged by my travel services, the transfer company take you from the airport to your hotel, locate your driver who most likely has your name on a sign near the designated pick-up area at the airport.

**Tram** - The tram is a popular form of transportation in the major cities especially because it's so cost effective.

**Cabs** - Cabs are a quick way to get around although rates can vary. You'll even find Uber and rentals scooters in some countries, too.

**Buses** - With most guided tours, you'll get around by your private tour motor coach. During your trip bus tickets may be a part of your guided tour; if so, your tour conductor will guide you how to get on the bus. If bus tours aren't apart of your tour but you have some free time to spare, you can hop on the bus by purchasing an admission pass by the day or by the ride. See nearby bus stop attendants for help!

**Walking Around** - Guided tours will usually require quite a bit of walking around your chosen destination. Look forward to walking on your own during any free time you may have.

## Currency

**Cash** - Currency types may vary destination to destination, so be sure to research what currency you'll need. Before you go it's a great idea to exchange cash at your bank for a small fee prior to your trip, rather than at the airport or in destination for a larger exchange fee.

**Credit** - Call your card company and banks before you travel to advise them of your travel dates and destinations. Some fees and restrictions may apply. Please note that sometimes you can use international ATMs for a fee.

**Tipping** - 5-10% is standard. Tips are appreciated in cash although not expected. You may find you can not tip when paying with a credit card.

## Communications

**Language** - On this trip, your tour conductor will speak English. If you need anything repeated while travelling, just ask! Communication issues shouldn't be a problem.

**Cell Phones** - Be sure to let your cell phone provider know of your travels. International travel packages may need to be purchased for service.

## Packing for Your Trip

**Clothing** - Pack mindful layers, knowing the seasons, winds, proper footwear; Daytime is for activewear and keep your style neat but comfortable for the evenings. Check your guided tour itinerary to know for certain what activities you'll want to pack for.

**Accessories** - In addition to your walking shoes, you may want to bring hats to stay out of the sun and your own refillable water bottles. Be sure to leave any valuables at home or in your room safe.

**Bagging Arrangements** - Bring a daytime backpack for your belongings and any souvenirs you pick up along the way.

## Staying healthy

**Activities** - Be prepared for the activities outlined in your tour itinerary. Listen to your body during times of high activity levels.

**Hydration** - Keeping yourself hydrated is crucial. While you may not feel the effects of the heat right away, dehydration can quickly catch up to you.

**Be smart in the sun** - Wear sunscreen and proper sun protection gear like hats and sunglasses.

## Technology

**Internet** - Some areas provide public Wi-Fi like in restaurants and hotels. Connections can be spotty in rural areas. Hotspots may not be provided outside of the US. Check with your providers.

**Electricity** - Bring along a converter adapter as suggested for your destination to plug in and charge your devices. No surge electric strips may be recommended in addition to the converter adapters. Use caution as selecting the wrong type of adapter could cause electrical fires or overheated devices. Charged-at-home power banks are also a great idea for charging on the go.

## Emergencies

**Emergency Number** - Always check for destination-specific emergency numbers, but your tour guide will also be aware of it for emergencies or if you'd like to double-check.

**US Embassy** - For the official list of U.S. Embassy locations, check here for your destinations:  
<https://www.usembassy.gov/>

**Travel Protection** - Should you need to file a travel protection claim, you will most likely be reimbursed on a credit card for approved claims. See travel protection policies for details.