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Business Travel Tips



How To Pack Business Clothes

How To Pack A Jacket

1. Holding the jacket facing you, place your hands inside the shoulders.
2. Turn the left shoulder, but not the sleeve, inside out.
3. Place the right shoulder inside the left shoulder. The lining is now facing out and the sleeves are inside the fold.
4. Fold the jacket in half, put it inside a plastic bag and place it in your bag.

How To Pack Pants

1. Check to make sure that all pockets are empty since keys or change may damage the fabric once the pants are packed.
2. Pants should always be the first item packed, so place them unto the bottom of the bag with the waistband in the middle of the case, with the legs actually falling outside of the bag.
3. If you are packing two pairs, place them waistband to waistband, with the legs running in opposite directions.
4. Pack the rest of your things on top and then wrap the pants legs over the pile, placing one last remaining item over the legs to hold everything in place.

How To Pack A Shirt

Button all buttons, taking note of the one which falls below your waist.

Lay the shirt face down on a flat surface and fold sleeves back at the shoulder seam.

Fold the tail up from the point of the button which is below your waistline. This will prevent the unpacked shirt from having a crease across the stomach.

How To Pack Shoes

Shoes should always go in a bag either cloth ones that can be cleaned, or disposable plastic ones from the grocery store.

Place along the edge of a hard case to keep your folded clothes from shifting.

In a duffel, shoes get packed first, at the bottom.

Shoes can also carry socks, a coiled belt, extra eyeglasses, or overflow from your toiletry kit, like a tube of sunscreen.

How To Pack A Tie

Fold the tie in half. Place in on a sheet of tissue paper or length of plastic. Roll it up and put a loose rubber band around the coil. Place the rolled tie in the pocket of a jacket.