

Weekend packing list

A simple two-page document with text, color and a table.

Before leaving

- ☐ Confirm the meeting time
- ☐ Save the route for offline use
- ☐ Charge your phone

Pack the essentials

- ☐ Water bottle and a light snack
- ☐ Comfortable shoes
- ☐ A notebook and pen

Final check

- ☐ Close the windows
- ☐ Bring your keys
- ☐ Keep a copy of this checklist

Weekend schedule

Example activities for demonstration only.

A plan at a glance

DAY	TIME	ACTIVITY
Saturday	09:00	Meet at the park
Saturday	12:30	Lunch break
Sunday	10:00	Visit the museum
Sunday	15:00	Head home

Room for changes

Keep the original and review the converted copy.

This sample helps you compare:

- Small text and table headings
- Colored backgrounds and straight lines
- Both complete pages in the correct order