



Travel Planning Worksheet: LODGING PRIORITIES

Article Link: Find Better Trip Accommodation Faster: Make A Priority List

DIRECTIONS:

1. In Column D, enter YOUR DETAIL for each lodging option below.
2. In Column E, assign a RANK (1-10) to each lodging option.
3. In Column E, click "filter" down arrow to RANK. Select "Ascending." Repeat "filter" for changes. Do not use filter arrows in other columns.

YOUR LODGING PRIORITIES - Enter detail in Column D, Rank Column E

LODGING OPTIONS:	INSTRUCTIONS:	ENTER YOUR DETAIL HERE:	RANK (1-10) 10=MOST IMPORTANT, 1=LEAST
PRICE	Define your preferred lodging \$ price range per night. Know your max. >>>		
# BEDROOMS/SPACE	Indicate your preferred # of bedrooms and/or rooms. >>>		
# BATHROOMS	Indicate your preferred # of bathrooms. >>>		
LOCATION	Identify your preferred location for your stay. >>>		
VIEW	Rank importance of having a view. Identify preference. >>>		
AMENITY 1	Identify preferred amenity. >>>		
AMENITY 2	Identify preferred amenity. >>>		
AMENITY 3	Identify preferred amenity. >>>		
AMENITY 4	Identify preferred amenity. >>>		
AMENITY 5	Identify preferred amenity. >>>		

EXAMPLE: Ranked lodging priorities for a Kauai, Hawaii beach stay

LODGING OPTIONS:	INSTRUCTIONS:	LODGING OPTION DETAIL:	RANK ORDER (1-10) 1=MOST IMPORTANT, 10=LEAST
# BEDROOMS/SPACE	Indicate your preferred # of bedrooms and/or rooms. >>>	2 or 3	1
LOCATION	Identify your preferred location for your stay. >>>	Within easy walking distance of Poipu Beach	2
AMENITY 1	Identify preferred amenity. >>>	Separate beds for kids (3 beds total)	3
VIEW	Rank importance of having a view. If applicable, identify preference. >>>	Ocean view	4
PRICE	Define your preferred lodging \$ price range per night. Know your max. >>>	\$200-450/night	5
AMENITY 5	Identify preferred amenity. >>>	Patio with option for outdoor dining	6
# BATHROOMS	Indicate your preferred # of bathrooms. >>>	2 or more	7
AMENITY 3	Identify preferred amenity. >>>	Pool on premises	8
AMENITY 4	Identify preferred amenity. >>>	King size bed in main bedroom	9
AMENITY 2	Identify preferred amenity. >>>	Full kitchen	10

LIST OF SAMPLE LODGING FEATURES:

- price
- # beds
- bed type (e.g., king, bunk beds, etc.)
- # bedrooms
- # bathrooms
- view
- kitchen
- cancellation flexibility
- washer/dryer
- pool access
- hot tub
- gym access
- waterfront/beachfront
- parking
- pet ok
- smoking ok
- fireplace
- baby gear (e.g., high chair, crib, etc.)
- no stairs/accessibility
- air conditioning/heating
- outdoor/patio space
- grill access
- proximity to restaurants, attractions
- yard/green space
- activities on site
- dining on site
- free or rental equipment (e.g., bikes, kayaks, etc.) available