

- Obtain an international driver's licence, if you plan to use a car during your trip. If you are renting a car, make reservations well in advance, and confirm them just before you leave.
- Take advantage of any membership you may have in international service clubs. Obtain addresses and telephone numbers of club branches in the cities that you are visiting and, if possible, the names of contacts. Service clubs are excellent ways of making business contacts.
- Obtain a letter of introduction from your bank manager to the manager of a bank in each of the cities that you plan to visit. The letter can be helpful in checking references of potential customers and agents, and if you run into unexpected financial difficulties.
- Ensure that the funds that you carry are more than adequate to cover your expected needs and that they are readily convertible. Travelling is a costly business—plan accordingly.
- Background reading on the countries that you plan to visit will smooth the trip by providing advance information on the history, economy and social scene. Little things, like knowing the local dress code, meal times, how to address people, and other customs, will eliminate small problems and will win you the good will of your hosts.