

Work Bag Checklist

- ☐ Chic handbag
- ☐ Professional planner or hardcover agenda
- ☐ Slim pencil case or pen pouch
- ☐ Reading glasses
- ☐ Mini beauty pouch
- ☐ Lip balm + neutral gloss
- ☐ Document holder + cash/cards
- ☐ Phone + slim power bank
- ☐ Keys with elegant keychain
- ☐ Healthy snack + mints
- ☐ Gentle hand sanitizer
- ☐ Mini perfume bottle
- ☐ "Just in case" kit (meds, pads...)
- ☐ AirPods or pro earbuds in a sleek case

