

# Pre-Flight Checklist

Date: [Insert Date]

Flight Number: [Insert Flight Number]

Destination: [Insert Destination]

## Crew Members:

- [Crew Member 1]
- [Crew Member 2]
- [Crew Member 3]
- [Crew Member 4]

## Checklist Items:

1. All required documents and licenses checked and valid
2. Cabin secured and emergency equipment functionality verified
3. Safety and emergency procedures reviewed and briefed
4. First aid kit and medical supplies checked
5. Supplies stocked and catering confirmed
6. Briefing with pilot completed
7. Passenger seating and boarding procedures discussed
8. Communication devices tested

## Notes:

[Insert any additional notes or reminders]

## Signed:

[Crew Member Signatures]