



TRAVELLING TO CANCUN

Guest Ready Checklist

A simple checklist for guests travelling internationally to Cancun for a wedding, birthday, villa celebration, corporate event or private gathering.

Use this checklist twice: once when you book your trip, and again 7 days before departure. Travel and entry rules can change, so always re-check the official links on the final page.

Prepared by MB Catering & Experiences | Cancun, Mexico

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1. Before You Book and Before You Fly

Get the essentials sorted early. The biggest travel problems are usually the simple things that were left until the final week.

- Check that your passport is valid and current for your trip. Mexico requires a valid passport; your airline or any transit country may have additional rules.
- Check whether you need a Mexican visa based on your nationality and residency status.
- Check the entry or transit rules for every country you connect through - even if you are only changing planes.
- Save your return or onward flight details and the full address of your hotel, resort or villa.
- If you are a foreign tourist, check and pay Quintana Roo VISITAX using the official government website.
- Buy travel insurance that suits your health needs, trip cost and event commitments.
- Send your flight number, arrival date and arrival time to the host or event organiser.
- Confirm your airport transfer before you travel and save the driver's or transfer company's contact details.

Save These Documents Offline

Do not rely on having mobile data immediately after landing. Keep screenshots or downloaded copies on your phone.

- Passport photo page
- Flight itinerary and booking reference
- Hotel or villa address and booking confirmation
- Airport transfer instructions
- Travel insurance details
- Event invitation, schedule and venue address
- Host / event organiser WhatsApp number
- Any visa, transit authorisation or residency document you are relying on for travel

Good to know: current Mexican immigration guidance says travellers arriving through international airports do not need to fill in or carry a paper FMM. Immigration handles the record at entry.

2. What to Pack for Cancun and the Event

Pack for the climate, but also pack for the actual event. Keep anything you cannot easily replace in your carry-on.

Event Essentials

- Event outfit and dress-code details checked
- Shoes that suit the venue - especially if sand, grass or outdoor areas are involved
- A backup event outfit or essential clothing item in your carry-on
- Any accessories, gifts or items you personally need for the event
- Dietary or allergy information already sent to the host before the stated deadline

Cancun Travel Essentials

- Light, breathable clothing
- Swimwear
- Hat and sunglasses
- Sun protection
- Light rain layer or compact umbrella, especially during the wetter months
- Comfortable walking shoes or sandals
- Phone charger and power bank
- Any plug adapter your own devices require
- At least one payment card plus a backup payment method

Medication

- Bring enough prescribed medication for the full trip, plus a reasonable buffer for travel delays.
- Carry prescription medication in your hand luggage where practical.
- If you travel with prescription medication, keep a current prescription or doctor's letter in English or Spanish showing your name, medication and dose.
- If you use controlled or specialist medication, check Mexican rules before travelling rather than assuming it can be brought in normally.

Do not pack critical event clothing, medication, travel documents or valuables only in checked luggage. Keep the items you would struggle to replace with you.

3. 48 Hours Before Travel and Arrival Day

48 Hours Before You Leave

- Check your airline for schedule changes and confirm the Cancun arrival terminal.
- Reconfirm your airport transfer and pickup instructions.
- Download your airline app and save your boarding pass where available.
- Download the villa, hotel and event locations to your maps app.
- Make sure roaming, an eSIM or another mobile-data option is ready if you need one.
- Check the latest Cancun / Quintana Roo weather forecast.
- Re-read the event schedule, dress code and transport instructions.
- Tell the host immediately if your flight has materially changed.

At Cancun Airport

- Keep your passport and accommodation details easy to access for immigration.
- Collect all checked luggage before leaving the baggage area.
- If you are carrying goods beyond normal personal luggage or event items that may need declaration, check Mexican customs rules.
- Follow the transfer instructions you were sent rather than trying to work out the plan after leaving the terminal.
- Message the host / transfer contact once you are through arrivals if that is part of the agreed plan.

If You Are Travelling During Storm Season

Cancun and Quintana Roo can be affected by tropical weather. If your trip falls during the Atlantic hurricane season, check official weather information shortly before departure and follow instructions from your hotel, villa manager, airline and local authorities if conditions change.

For important guests - such as the couple, immediate family, speakers or anyone with a key event role - arriving at least one day before the main event can reduce the risk of a flight delay affecting the celebration.

4. Final Guest Check Before the Event

You are in Cancun - now make sure you know exactly where you need to be and when.

- Event date and start time confirmed
- Venue / villa location saved
- Transport to and from the event confirmed
- Dress code checked
- Any dietary or allergy details already submitted
- Host or event contact saved in WhatsApp
- Phone charged before leaving
- Allow enough travel time - do not plan to arrive at the exact start time
- If plans change, tell the host rather than relying on another guest to pass on the message

Official Links to Save

[Mexico entry and visa guidance](#)

[Quintana Roo VISITAX - official payment portal](#)

[Cancun Airport flight tracker - ASUR](#)

[Mexico customs information for arriving passengers](#)

[Official Mexican weather service - SMN / CONAGUA](#)

[Official guidance for travelling to Mexico with medicines](#)

FINAL 10-SECOND CHECK: Passport - phone - wallet - event address - transfer details - event outfit - medication - host contact.

Have a great trip and enjoy Cancun.

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