

Digital Nomad First-Base Kit

Choose one place. Protect one useful workweek.

A free practical starter from ExploreTraveler. Use these six pages to turn the idea of working while traveling into a small plan you can test before you make a longer commitment.

Start with your real work obligations, the hours you need to be available and a budget you can check. Then decide whether a place can support those needs. A promising destination article is the beginning of research; it is not proof that a room, connection or legal arrangement suits you.

Your first decision

Why I want to try working from another base:

The work commitment my trip must protect:

My proposed place / dates / test length:

October 2026 edition. Original planning tools by ExploreTraveler, developed around themes in our digital nomad packing, budget and work-life articles. Blank printable worksheets; no fixed visa, tax, insurance or income claims.

Build a base around a real day

An attractive destination is only the beginning. Use your own requirements to compare possible bases before you commit money.



John and Karen in Singapore, from ExploreTraveler's original arrival video.

01 / WORK

Record your connection and workspace needs.

02 / LIVE

Check housing, transport and daily costs.

03 / CHECK

Verify your entry and work permissions.

Make it your own

Describe a normal working day. Which base would support it, and what evidence would you need before booking?

Define a week that works

List your fixed commitments before adding sightseeing. Record the date and both time zones for a meeting, since daylight-saving changes can affect the difference. Check the conversion for the actual meeting date in your calendar.

Commitment	Date / home time zone	Local time / verified
Essential meeting		
Focused work block		
Delivery deadline		
Personal commitment		

My working hours at this base:

My protected rest time:

Choose one local experience that fits around the workweek. Leave travel and setup time out of your most demanding work block. If the week is already full, a slower visit is a useful choice.

One experience I can enjoy without rushing work:

A reason I would postpone or shorten this test:

Check the room and the connection

Ask specific questions of the accommodation or workspace. A listing that says Wi-Fi does not tell you whether the connection, desk, noise level or call policy will meet your particular needs.

- Ask for a recent connection test from the room or work area you would use.
- Confirm a usable work surface, chair, power access and the hours the space is available.
- Ask about quiet periods, call rules, check-in and any scheduled interruptions.
- Identify a second place to work and check its actual access and cost.
- Check whether a mobile-data backup is practical for your device and location.

Need	Evidence / checked on	Fallback
Desk and quiet		
Main connection		
Backup connection / workspace		
Power / charging		

Test the setup on arrival before an essential call. Keep work data in the tools your work requires and respect client or employer rules. Do not rely on an unfamiliar public connection simply because it is available.

Give the budget real inputs

Compare a complete test period in one currency. Use quotes for your actual dates, include the cost of getting there and distinguish a low advertised room rate from the full amount you would pay.

Currency / test dates / nights:

Cost	Estimate	Verified quote / date
Travel to and from base		
Room / fees / deposit		
Workspace / connectivity		
Meals / daily transport		
Other commitments at home		
Change-of-plan reserve		
Total for this test		

The cost I still need to confirm:

Check permission to enter and to do your intended activities through official sources relevant to your nationality and situation. Keep questions about visas, work permission, tax and insurance in a separate research log; a general destination article cannot settle them for you.

Pack for the work you really do

Begin with essential tasks and the equipment needed to complete them. Test your normal work process with the bag you plan to carry. An extra gadget is useful only if it solves a problem you are likely to encounter.

- Working device, required charger and a way to charge on the travel day.
- The audio or other equipment actually needed for your calls and tasks.
- Compatible adapters checked against your devices and destination.
- A tested backup or recovery process allowed by your work.
- Offline arrival instructions and a way to reach your accommodation.
- Clothing and personal items for the actual activities and laundry routine.

Three work essentials I have tested:

One item I can leave behind:

Before departure, open the files you need offline and verify that account access and any required authentication method still work. Keep identity and financial records secure; a shared packing list is not a place for account passwords or document numbers.

Read the longer packing article

<https://exploretraveler.com/essential-digital-nomad-packing-list-for-efficient-travel/>

Review the test before the next booking

After the first workweek, compare the experience with the plan. Review what supported your work, what consumed time, and which costs you missed. Use the answers before committing to another place or a longer stay.

What worked well for focused work:

What made the week harder:

Actual spending / difference from the estimate:

One change before the next base:

Keep planning with ExploreTraveler

Digital nomad guides and downloads

<https://exploret traveler.com/digital-nomad-downloads/>

Use a destination worksheet: Philippines

<https://exploret traveler.com/philippines-travel-resources/>

The extended First-Base Workbook adds accommodation comparisons, a weekly planner, a fuller research log and repeatable review sheets. Check our website for its current release and purchase availability. This free kit is usable on its own.