Away with Miles WORKSHEET

20-Minute Points Inventory

Capture what you have, who owns it, and when each balance was checked.

1 Inventory every balance

Use one row per bank, airline, hotel, certificate, or travel credit. Copy dates from the official account.

PROGRAM / ITEM	OWNER	BALANCE	TYPE	DEADLINE	DATE CHECKED

2 Quick accuracy check

- ☐ Balances are separated by owner
- ☐ Transferable points and program miles are separate
- ☐ Credits and certificates have their own rows
- ☐ Every balance includes a date checked
- ☐ Unclear deadlines are marked VERIFY
- ☐ No passwords or full account numbers are recorded

3 Household snapshot

INVENTORY OWNERS _____

NEXT FULL REVIEW DATE _____

TRIP THIS INVENTORY SHOULD SUPPORT _____

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Flag access rules, expiring items, and the balances that have a real job.

4 Cards and access requirements

Record only the connection that affects how a balance can be used. Verify current terms before acting.

POINTS PROGRAM	CONNECTED CARD	ACCESS / RULE TO VERIFY	ANNUAL FEE DATE

5 Credits and certificates

ITEM	OWNER	DEADLINE	ELIGIBLE USE / LIMIT

6 Give each item a job

- ☐ USE SOON - tied to a real trip or deadline
- ☐ HOLD FLEXIBLE - no immediate job
- ☐ INVESTIGATE - ownership or rule is unclear
- ☐ LOW PRIORITY - not useful for this plan

FIRST BALANCE OR ITEM TO REVIEW

7 Five-minute monthly reset

- ☐ Refresh changed balances
- ☐ Add credits or certificates
- ☐ Check approaching deadlines

NEXT RESET DATE