



How we move
with intention.

A working handbook from the Miles Away studio.
Frameworks our advisors use to design every Away Game.

A NOTE FROM THE STUDIO

Travel is more than movement. It's a decision, an investment, and an opportunity.

Miles Away exists because most travel advice is either generic, transactional, or optimized for the wrong thing. We're a travel design studio — not a booking desk — and this Playbook is the operating system behind every trip we design.

Use it before you choose a destination, before you book a flight, before you commit a budget, or any time a trip feels overwhelming. When you'd rather hand it off, the door to The Away Team is at the back.

HOW TO USE THIS PLAYBOOK

- Before choosing a destination.
- Before booking flights or accommodations.
- Before committing your budget.
- When a trip feels overwhelming or unclear.

This is the same framework we use internally at Miles Away / The Away Team.

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SECTION 01 · PHILOSOPHY

Travel Is a Team Sport.

Even when you travel alone, every trip involves multiple players — airlines, hotels, transit systems, time zones, budgets, policies, and the other humans along for the ride.

The Away Team mindset assumes three things: conditions will change, friction is inevitable, and preparation determines outcomes. We don't plan for perfection. We plan for reality.

I

Information beats discounts.

The right insight is worth more than any flash sale.

II

Timing is the real currency.

When you go often matters more than where you go.

III

Execution wins trips.

A clean plan, calmly run, beats a brilliant plan held together with tape.

SECTION 02 · FRAMEWORK

The Travel Intelligence Framework.

Every successful Away Game answers five questions before anything gets booked. We work them in order, every time.

01

What is fixed?

Dates you cannot change, events you must attend, non-refundable commitments. These anchor the trip — everything else moves around them.

02

What is flexible?

Departure airport, length of stay, time of day, accommodation type. Flexibility is leverage.

03

What actually matters?

Rank your priorities: time, comfort, cost, experience. You can't optimize all four equally — and pretending you can is how trips quietly unravel.

04

Where do people usually get burned?

Tight connections, overpacked itineraries, underestimated transit time, hype-driven dates. Avoiding mistakes is often more valuable than chasing deals.

05

What's the fallback plan?

If this goes sideways, what do we do next? Every Away Game has a Plan B before it has a confirmation number.

SECTION 03 • SYSTEM

The Away Game System.

Four moves separate a great trip from a stressful one. The Away Team runs each in sequence — the operating system behind every Away Game we design.

01

Timing windows.

Every destination has a Peak Window (expensive, crowded), a Shoulder Window (best balance), and an Avoid Window (cheap for a reason). We almost always target shoulder.

02

Flight logic.

Domestic connections: 90 min minimum. International: 2–3 hours. One-way ticketing on different carriers often beats a round-trip on price and risk.

03

Lodging logic.

Location beats luxury. A perfect hotel in the wrong neighborhood creates friction every day. If you have to commute to your own trip, you didn't really book a vacation.

04

The 70% itinerary.

Plan 70% of your days. Leave 30% for recovery, discovery, and delays. One great day beats three rushed ones.

SECTION 04 • LEISURE

The Leisure Travel Playbook.

For couples, families, and solo travelers who want their next Away Game handled with intention — not assembled in browser tabs at midnight.

WHERE LEISURE TRIPS BREAK

- + Booking peak dates by accident (school calendars, holidays, weather).
- + Stacking too many cities into too few nights.
- + Choosing lodging by photo instead of by location.
- + No fallback when a flight, ferry, or restaurant cancels.

THE AWAY TEAM MOVE

- + Anchor on one or two non-negotiables; build outward.
- + Pick one category to splurge on; make the other two good enough.
- + Each day gets one anchor reservation. The rest is optional.
- + Confirm passport, entry rules, payment access, and contacts before packing.

SECTION 05 · GROUP

The Group Travel Playbook.

Birthdays, milestones, family reunions, friend trips. The moment more than two people are involved, group dynamics become the real itinerary.

Group trips don't fail because of destinations. They fail because no one owns the plan, the money, or the decisions. The Away Team installs a clean operating structure before anyone clicks book.

01

One decision-maker, one channel.

Group chats are for vibes. A single point of contact talks to the advisor — and brings the group along.

02

Money rules first.

Deposit schedule, cancellation policy, and what each person is responsible for — agreed in writing before research starts.

03

Tiered participation.

Not everyone has to do every dinner, every tour, every transfer. Design the spine; let people opt in to the ribs.

04

Shared documents, not screenshots.

One itinerary. One packing list. One emergency contact sheet. Everyone reads the same version.

SECTION 06 • CORPORATE

Corporate Away Games.

Offsites, executive travel, hybrid team meetups, sales kickoffs, founder retreats. Built for growing companies that don't have a travel desk — and shouldn't need to build one.

WHAT WE HANDLE

- + Offsite design — venue, flow, logistics, contingency.
- + Executive and founder travel with concierge support.
- + Distributed team meetups across multiple cities.
- + Sales kickoffs, board retreats, investor trips.
- + Travel policy and vendor playbooks for scaling teams.

WHAT YOU GET BACK

- + Hours of leadership time per trip.
- + A predictable cost model with no surprise margins.
- + One advisor who knows your team, tier, and tolerance.
- + Live support when something moves at 2 AM in another time zone.

SECTION 07 · RISK

Risk & Reality Planning.

A good itinerary absorbs shocks. Weather, delays, closures, crowds, missed connections — none of it should require a new plan, just the next page of the one you already have.

I

Assume something will change.

Build buffer into the day the change is most likely (arrival day, transfer day, weather-exposed day).

II

Documents and access.

Passport valid six-plus months when required. Visas / ETAs confirmed. Cards and cash plan ready. Copies of key documents stored offline.

III

Communication tree.

One emergency contact at home. One in-destination contact. One advisor on call. Everyone in the party knows all three.

AWAY TEAM RULE

*"Good trips aren't accidental.
They're prepared. The Playbook gives you the system —
consultations help you apply it."*

SECTION 08 • ENGAGE

The Travel Clarity Session.

When the Playbook isn't enough — or when you'd rather not run the play yourself — this is the door into working with The Away Team.

A Travel Clarity Session is a paid, focused conversation with a Miles Away advisor. You bring the trip, the constraints, and the open questions. We bring the framework, the vendor map, and a written plan you can act on — with us, or on your own.

BOOK A SESSION WHEN

- + The trip feels complex or high-stakes.
- + Multiple people, budgets, or calendars are involved.
- + Timing is tight and the wrong move is expensive.
- + You want a second set of eyes before you commit.

YOU LEAVE WITH

- + A clear point of view on timing, routing, and lodging.
- + A short list of the right vendors for your tier.
- + A written plan, including what to do if it changes.
- + An open door to hand the build to us if you'd like.

SECTION 09 • NEXT

Next Steps.

You have the Playbook. Here's how the door opens from here.

01

DIY the trip.

Run the framework yourself. The Playbook is yours to keep — return to it before every Away Game.

02

Book a Travel Clarity Session.

Bring us a single trip. Leave with a written plan and a clear next move. → miles-away.info/consultations

03

Hand it to The Away Team.

Full-service design and execution for leisure, group, or corporate Away Games. → miles-away.info/start-planning

COLOPHON

The Away Team Playbook *Volume One.*

A Miles Away publication.
Baltimore-rooted. Globally fluent.
Built for the Away Game.

miles-away.info · hello@miles-away.info