

# TRAVEL AGENCY TRANSFER FORM

Reservations made directly with our call centre may only be transferred to a travel agent if the request to do so is received within 48 hours of the initial booking confirmation. For reservations made onboard during a Royal Caribbean sailing we must receive the transfer request within 30 days of the initial booking confirmation. No exceptions will be made for any request received outside of these timescales.

I \_\_\_\_\_ would like to transfer reservation number \_\_\_\_\_  
(Guest Name) (Reservation Number)

for the \_\_\_\_\_ on the sail date of \_\_\_\_\_ to my travel agent.  
(Name of ship)

Here is the information of my travel agency:

Travel Agency Name: \_\_\_\_\_

Travel Agent Name: \_\_\_\_\_

Travel Agency ABTA Number: \_\_\_\_\_

Travel Agency Phone Number: \_\_\_\_\_

The guests travelling in the stateroom are:

1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

Reason that you would like to transfer to travel agency:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please sign and return by email to [royalcustomerserviceUK@rccl.com](mailto:royalcustomerserviceUK@rccl.com)

Please Note: This form is to be submitted and signed ONLY by a guest listed on the reservation number referenced above. Any value add offer (e.g. on-board credit, champagne) you were offered via RCL Cruises Ltd will not be honoured by RCL Cruises Ltd if transferred.

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

