

# TRAVEL AGENCY TRANSFER FORM

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 Sail Date

Here is the information of my travel agency:

Travel Agency Name: Cruises & Tours Unlimited  
Travel Agent Name: Darcy Allen (info@travelbydarcy.com)  
Travel Agency Phone Number: 904-739-2224

The guests traveling in the stateroom are:

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

For Quality Assurance purposes, please select below a reason for transfer. More than one option can be chosen. A selection is required.

- I have booked with this Travel Agency on my previous vacations
- Travel agency was closed at time of my booking
- My booking will be included as part of a group the Travel Agency is currently promoting
- I received a price quote from the Travel Agency that was favorable to what Royal Caribbean was offering at time of booking
- I received an offer or amenity from the Travel Agency that was favorable to what Royal Caribbean was offering at time of booking
- I need to add air / hotel / cruisetour / insurance / transfers or other add-ons to my cruise booking
- I was not fully satisfied with the sales / service attention I received from the Royal Caribbean Certified Vacation Planner that I spoke to
- Other \_\_\_\_\_

Please provide a brief reason for requesting transfer

Please fax this completed form to: 305-603-0036  
Or mail to: Royal Caribbean International  
ATTN: Sales Administration Transfer Team  
1080 Caribbean Way  
Miami, FL 33132

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Guest Contact Phone #

Bookings may only be transferred to a Travel Agent up until 60 days from creation if the request is made outside of Final Payment period and the booking is not paid in full. If a booking has a ChoiceAir ticket and the transfer request involves a change in currency we cannot accommodate a transfer. If you would like to transfer your reservation to a Travel Agent, please complete this form and return to us via fax.

