

TRAVEL AGENCY TRANSFER FORM

I _____ would like to transfer reservation number _____ for the
Guest Name Reservation Number
_____ on the sail date of _____ to my Travel Agent.
Name of Ship Sail Date

Please ensure that you have read and acknowledge the Terms and Conditions below.

**Please ensure that the completed form is returned to your Travel Agency to be forwarded to [?]*

Details of my Travel Agency are as follows:

Travel Agency Name: _____

Travel Agency Phone Number: _____

The Guests travelling in the stateroom are:

_____	_____
_____	_____
_____	_____

Reason that you would like to transfer to a Travel Agency:

Please **return this form to your
Travel Agency** who will forward this [?]

[?]
[?]

Email: trade_u_rtau@?

(Print Guest Name)

(Guest Signature)

(Date)

ALL BOOKING TRANSFERS MUST BE ACTIONED WITHIN 60 DAYS OF BOOKING CREATION.
TRANSFER REQUESTS OUTSIDE OF THIS TIME WILL NOT BE PERMITTED.

Booking Transfer Terms & Conditions

- Form must be submitted & signed ONLY by a guest listed on the reservation number above.
- Agency to Agency transfers must be accompanied by the original agencies authorisation.
 - Bookings cannot be transferred from a retail agent to a wholesaler.
- Any transfer of booking may mean the loss of promotions and/or an increase in price.
- A fully paid reservation, or booking inside of final payment, cannot be transferred.

