



# Reservation Transfer Request Form

I \_\_\_\_\_ would like to transfer my reservation number \_\_\_\_\_ on the  
(Guest Name) (Reservation Number)  
\_\_\_\_\_ sailing on \_\_\_\_\_ to my travel agent.  
(Name of Ship) (Sailing Date)

Here is the information of my travel agency:

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

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

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

The guests traveling in the stateroom are:

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

Reason that you would like to transfer to a travel agency (optional):

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

Bookings may 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 the transfer request involves a change in currency we cannot accommodate a transfer. If you would like to transfer your reservation please complete this form.

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

\_\_\_\_\_  
Email address:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please fax this completed form to: 305-436-4148 or email to: [dispatch@ncl.com](mailto:dispatch@ncl.com)