



## ATTENTION: Princess Cruise Guests



### Required Online Passenger Registration & Travel Document Instructions

Princess Cruises website is a great source of additional information about your cruise, and it's also where you go to complete some important required actions before you sail. Government regulations require all cruise lines to provide detailed information to US Immigration authorities. Please complete the "Online Check-In" at your earliest opportunity. **The Online Check-in must be complete in order to print boarding passes and travel documents!**

Your online **Cruise Personalizer**, will allow you to view and purchase shore excursions, make specialty dining reservations (some ships), purchase beverage and internet packages and see other planning tips. Shore excursions can usually be booked 6-9 months in advance, and will close down for any additions/changes about 7-14 days prior to sailing. You can still make reservations onboard, but we recommend booking tours in advance to avoid lines and disappointment. Credit card payment is required for all online purchases and/or you may use any applicable shipboard credit that is on your reservation (a notice will appear if you have applicable credit). The amount listed is per guest and will be applied accordingly.

#### Instructions

Go to [www.princess.com](http://www.princess.com) and click on **Booked Guests** in the top navigation bar and a drop down menu will give you a variety of options. You can access your reservation from the right side of the screen with your legal name, date of birth and booking # (shows on your cruise confirmation/invoice as Supplier Reservation #).

After accepting the "Terms & Conditions" you will see your reservation details. Next, click on "**Guest Check-In**" to complete the **required form**. Please complete this now as your boarding pass can't be printed until it is done. You will need the following Information:

- **Proof of Citizenship:** Valid passport or Driver's License with certified birth certificate (plus name change documentation if applicable, like a marriage license)
- **Emergency Contact:** Person who is not traveling with you: name, address, phone, email
- **Credit Card:** Input your card information to initiate your onboard account. Don't forget to *E-Sign!*

**Printing your Travel Documents:** Once your Guest Check-In is complete, and as early as 75 days prior to your departure, you are able to print the following documents from your Princess **Cruise Personalizer**

- **Eticket Boarding Pass:** Princess will collect these at embarkation to the ship
- **Travel Summary:** Provides an overview of your travel itinerary and details associated with your reservation, such cruise schedule, flights booked through EZAir and shore excursions
- **Ship Luggage Tags:** Must be folded and attached to your checked luggage before arrival at the ship
- **Princess Vacation Protection description** (if applicable): Important details to have if needed while traveling

#### Important Flight Information

Once you have your flight information, it is important to regularly review your schedule on the airline website, by logging in with your Record Locator/Reservation #, as flight times and flight #'s can change and impact your pre-assigned seats. Also, update passenger details with your contact information so the airline can contact you directly if there are any last minute changes.

#### Travel Insurance

If applicable, it is important to bring your travel insurance documentation with you on the trip. You may download the Princess Vacation Protection Policy (above) or if you purchased Allianz Horizon coverage refer to your policy confirmation. There are important details and contact numbers should you require assistance during the trip.

**If you do not have internet access, need assistance or have any questions  
please call MAGIC at 614-847-5551/800-783-7245.**