**Attention WOODHEAD Cruisers!**

**Important Passenger Immigration & Online Instructions**

Thank you for registering to go cruising with Woody, Zuko and Kayla! You have a fabulous cruise vacation to look forward to. We will be communicating along the way with information to help get you prepared. Please feel free to contact us at MAGIC if you have questions along the way we can assist you with.

Princess Cruises website can be a great source of additional information about your cruise, and it's also where you go to complete **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. FYI, 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, purchase internet packages and more. 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 them 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** and click on **Booked Guests** in the top navigation bar and a drop down menu will give you a variety of options. First, in order to access your cruise reservation you will need to either set up an account with Princess OR simply access it with your legal name, date of birth and booking #_____. After accepting the Terms & Conditions" you will see your reservation details. Next, click on "**Guest Check-In"** to complete the **required form.** You will need proof of citizenship information and identification details, emergency contact information and form of payment for your onboard account. Please take the time to complete this now to ensure that all reservation information is correct.

**Flight Information** will start to become available in early October, 2017 and we will notify all registered guests of flight options at that time. Notice in your **Cruise Personalizer** that Princess Cruises offers their **Princess EZAir** program under the **Travel Arrangement** section which allows you to book flights directly from the Princess web site – just like you would book them on an internet web site, but with extra benefits including Next Port Protection and 24/7 assistance. **You will see two pricing options – "Flexible" and "Restricted".** Again, this will not be available until early October, 2017

**Travel insurance** is an important part of your vacation package which can help cover yourself and your investment against unforeseen circumstances. Please note that after final payment (due May 21, 2018), Princess Cruises penalties apply for cancellation of reservations. These penalties increase as we get closer to the sailing date. Princess offers Vacation Protection and you can get more details on their web site for standard or platinum coverage. Another option that we offer is the Allianz Global Assistance Horizon plan that offers coverage at the rate of 6.5% of your total trip cost. Either plan must be purchased or declined at the time of final payment. If you opt to decline insurance, we need to get confirmation of this in writing/by email at the time of final payment. More to come at a later date on this topic.

**If you do not have internet access or have any questions,**

**please call MAGIC at 614-847-5551/800-783-7245.**

PRINCESS CRUISES

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