BOOKING TRANSFER REQUEST FORM
(FOR RESERVATIONS INITIALLY MADE DIRECTLY WITH DISNEY)

☐ Walt Disney World® ☐ Disneyland® Resort ☐ Disney Cruise Line

☐ Aulani, A Disney Resort & Spa, Ko Olina, Hawai'i ☐ Adventures by Disney® ☐ National Geographic Expeditions

RESERVATION DETAILS
Reservation Number: (N/A for Nat Geo Expeditions)
Lead Guest's Name:
Arrival Date:
Departure Date:
Resort/Ship/Itinerary:

TRAVEL AGENCY DETAILS
Travel Agency Name:
Travel Agent Name:
Phone:
Agency CLIA or IATA:
City:
State/Province:
Country:

One adult from the reservation number listed above must sign this form requesting the transfer of this booking to their travel agent. If there are multiple reservations traveling together for these travel dates, one signed Booking Transfer Request Form must be submitted by each reservation. Transfer of reservations (or voyage fares) which are not paid in full may be requested within 30 days of the initial booking. Any requested transfer subject to Disney's approval is Disney's sole discretion. Reservations which are paid in full are not eligible for a transfer request.

I authorize my Travel Agent to assume ownership and responsibility for my reservation.

Guest Name: _____

Guest Signature: _____ **Date:** _____

FOR TRAVEL AGENT USE ONLY:

For *Walt Disney World*® Resort reservation transfers, please email WDW.Disney.Central.takeovers@DisneyWorld.com

For *Disney Cruise Line* reservation transfers, please email Bookingtransfer@disneycruise.com

For *Disneyland*® Resort reservation transfers, please fax to (818)260-8672 or email WDTC.Guest.Service.Specialist@disneyonline.com

For *Adventures by Disney*® or *National Geographic Expedition* reservation transfers, please email Bookingtransfer@adventuresbydisney.com

For *Aulani, A Disney Resort & Spa* reservation transfers, please email WDW.Disney.Central.takeovers@DisneyWorld.com