



CRUISE BOOKING WORKSHEET

Passenger's Address & Telephone Number

1. _____
2. _____
3. _____
4. _____

Cruise Line _____ Phone _____ Fax _____

Address _____ City _____ State _____ Zip _____

Cruise Ship _____ Sailing Date _____ Cabin Category _____

Cabin Number _____ Guarantee _____ Y/N Deck _____ Booking Number _____

Air/Sea _____ Y/N Cruise Only _____

Dining 1st Or 2nd (Circle One) Table Size: Small/Large, Smoking/Non-smoking

Cancellation Insurance Offered Y/N _____ Accepted _____ Declined _____

Cancellation Penalties/Refund Policies Advised Y/N _____

Proof Of Citizenship/Documentation Advised _____ Booking Agent _____

Per Person Pricing:

Cruise: _____ x Number of Passengers _____ Total Cruise Fare _____

Airfare: _____ x Number of Passengers _____ Total Airfare _____

Taxes/Fees _____ x Number of Passengers _____ Total Taxes/Fees _____

Insurance _____ x Number of Passengers _____ Total Insurance _____

Total: _____ x Number of Passengers _____ Total Cruise Cost _____

Payment Information: Deposit Due Date _____ Amount Per Person _____

Deposit Amount Paid _____ Date _____ Form of Payment _____

Final Payment Due Date _____

Final Payment Amount Paid _____ Date _____

Commission Claim Form Submitted Y/N _____ Date _____ (If Booked Direct)

Documents Received Y/N _____ Date _____

Delivered To Clients Y/N _____ Date _____

Bon Voyage Gift Ordered Y/N _____ Date _____ Type of Gift _____

Thank You Mailed Y/N _____ Date _____