Booking **Checklist**

Must-Have Information for Every Trip

Thank you for your interest in *Adventures by Disney®*! This checklist of essential information to collect will help make the booking process run smoothly.

- Guest name as listed on passport
- Emergency contact (name, phone number, relationship to Guest/travel party)
- In-destination phone number
- International flight ticket number*
- Independent flight information
- Pre- and/or post-travel plans

For International Destinations Only

- Passport number
- Passport expiration date
- Passport country of issuance
- Birthplace (country of birth)*
- Visa information*

Personalized Details for Each Traveler

In order to provide custom-tailored attention for your clients, we ask that you provide us with some personalized information, if applicable.

- Dietary needs and/or restrictions
- Celebrations or milestones (birthday, anniversary, etc.)

Pertinent Guest Information for Unique Experiences

Unique experiences on certain trips may require a vacationista to collect specific information in order for your client to participate in the fun!

- Height
- Weight
- Wet suit size
- Shoe size
- Parka size

Booking Activities for Small Ship Adventures

Your clients will receive their Adventure Handbook containing all the activities that are available to them on their upcoming Small Ship Adventure approximately 90 days from departure. These activities will be open for booking approximately 75 days from departure with the actual date listed in the handbook.

Please note: We ask that all information is shared with the vacationista team prior to final payment. If *Adventures by Disney* is still missing pertinent Guest information after final payment, the Guest will receive an email with the list of outstanding information that needs to be collected.

*Select destinations only

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