

## Booking Transfer Authorization Form

*Walt Disney World®*

*Disneyland®*

*Disney Cruise*

*Aulani Resort,*

*Adventures by*

**Resort**

**Resort**

**Line®**

**Hawaii**

**Disney®**

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### Reservation Details

### Travel Agency Details

Reservation Number: \_\_\_\_\_

Lead Guest's Name: \_\_\_\_\_

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Resort/Ship/Itinerary: \_\_\_\_\_

(Disney Cruise Line Only): Category \_\_\_\_\_

(Disney Cruise Line Only): Booked Onboard? \_\_\_\_\_

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, approving the transfer of this booking to their travel agent. If there are multiple reservations traveling together for these travel dates, one signed Booking Transfer Authorization Form must be submitted for each reservation. Travel Agencies may withhold a cancelation fee and Disney is not responsible for any refunds. Reservations must be in the same currency to be transferred. **Reservations are eligible for transfer within the first 30 days of initial booking. Reservations (or Voyage Fares) which are paid in full are not eligible for transfer.**

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 fax to (407)938-4115 or email WDW.DRC.IATA@disney.com.

For *Disney Cruise Line®* reservation transfers, please fax to (407)566-7739 or email DCL.Resort.and.Travel.Ops.Specialist@disney.com.

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

For *Adventures by Disney®* reservation transfers, please fax to (407)566-7739 or email DCL.Resort.and.Travel.Ops.Specialist@disney.com.

For *Aulani, A Disney Resort & Spa* reservation transfers, please fax to (407)938-4115 or email WDW.DRC.IATA@disney.com.