

HOLLAND AMERICA CRUISE GUEST REGISTRATION - INSTRUCTIONS

Guest Registration information must be provided for all cruise passengers. You can complete your Guest Registration (Check-in) online (up to 3 days prior to sailing), or you may do it as part of the check-in process at the pier (with the assistance of cruise line personnel). If you plan to register at the pier, be sure to arrive **at least** 3 hours before your sailing departure time and bring your Direct Line Cruises Cruise Reservation Confirmation because your boarding pass will not be available for printing until you check in at the pier. Whether you register at the pier or online, you will need the following:

- Ship Name / Sailing Date / Reservation Number
- Proof of Citizenship (e.g., Passport / Visa or other required documentation based on citizenship and/or cruise itinerary)
- Emergency Contact name & phone number (someone not traveling with you)
- Flight information and /or pre or post cruise travel plans (if any)
- Credit Card for onboard expense account

If you choose to complete your Guest Registration (Check-in) online, print these instructions, as they will help guide you through the process.

Carefully read the information and instructions provided on each screen within the registration process. You can also refer to the FAQ (Frequently Asked Questions) section for more information. If you experience difficulty or need questions answered while completing your Guest Registration (Check-in) or while printing your Boarding pass, call the Holland America Help line at **1-877-932-4259**.

Note: When calling Holland America, you will be told to press #2 on your phone for all callers. After that, you will hear 2 sets of prompts. Do not hang up after the first set of prompts. There is a long pause between the 2 sets of prompts. Hold on to hear the prompt directing you to press a number on your telephone for help with the online Guest Registration (Check-in).

[Click HERE](#) to begin the registration process. On the next Holland America (Check-in) screen, click "LOGIN", which is located towards the right side of the screen. A pop-up window will appear in which you must either register as a "new guest" (one who does not already have an existing account set up with Holland America) or you can log in with your existing user name [which is your email address] and password (if you do have an account set up).

So that Holland America can process your Boarding pass ("Express Docs"), some of the things you will be asked to provide while doing your Guest Registration (Check-in) are:

- Personal and travel information which will include the name and phone number of your emergency contact person
- Passport information, such as legal names (exactly as they appear on your passport), your passport number & expiration date
- Credit card information for the purpose of setting up an account with Princess for onboard purchases
- You will be asked to read and accept the Terms & Conditions of the Cruise Ticket Contract

Your Boarding pass ("Express Docs") and Luggage tags will be available to print immediately after completing your Guest Registration (Check-in). Bring your Boarding pass & all other required documents to the pier.

NOTE: Your Express Docs and Luggage tags will be available within 45 days prior to sailing. These two documents may not be available earlier than this date.

[To begin Guest Registration process, CLICK HERE.](#)