



# Azamara Reza Overview: Group Reservations

Shai Boston  
Trade Training Consultant Contractor

# COURSE OBJECTIVES

Upon completion of this course you will be able to

- Utilize RezA to make Group reservations
- Answer general FAQs



Reservations

New Reservation

My Reservations

Find Reservation

Show Recent History

Find Group

New Group

New Delegate

Close

Reservations

Gift Orders

Show Recent History

View Search Results As:

Cards

Grid

Ref#	Reservation Name	Status	Guest
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>	<input type="text"/> <input type="button" value="Q"/>

Clear Search

Search

More

e#	Ship	Departure Date	Port From
<input type="text"/>	<input type="text" value="v"/>	-3 mm/dd/yyyy <input type="button" value="Calendar"/> +3	<input type="text" value="v"/>

Room Category	Stateroom #	Group Reservation	Voyage Start From	Voyage End To
<input type="text" value="v"/>	<input type="text"/>	<input type="text"/>	mm/dd/yyyy <input type="button" value="Calendar"/>	mm/dd/yyyy <input type="button" value="Calendar"/>



Total # of Staterooms: Nothing Booked



Air: Nothing Booked

Insurance: Nothing Booked

Special Requests: Nothing Booked

Addons: Nothing Booked

Excursions: Nothing Booked

Land Programs: Nothing Booked

Hotels: Nothing Booked

New Reservation



# GROUP RESERVATION



Logged in as: [sboston+ta@azamara.com](mailto:sboston+ta@azamara.com)

[Your Account](#)

1.2.0.sns-  
171723012  
7



Group

Cruises

Group Reservation

▼ **Additional Information**

Group Name \*

Dynamic Duos

Group Type \*

AFFINITY



Group Coordinator

JENNIFER PLEASANT



Alt Group ID

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Continue



Reservations

My Reservations

Find Reservations

Res #

Agency Code

Port To

Reservation Results

No reservations found

**Search** ✕

**Search Parameters**

Complete any **TWO** fields of: First Name, Last Name, Birth Date **OR** Any **THREE** fields of: First Name, Last Name, Email, Telephone, Birth Date

Client ID <input style="width: 95%;" type="text"/>	OR	Last Name <input style="width: 95%; border-bottom: 1px solid #ccc;" type="text" value="Sampleton"/>	First Name <input style="width: 95%; border-bottom: 1px solid #ccc;" type="text" value="Michelle"/>	Birth Date <input style="width: 95%; border-bottom: 1px solid #ccc;" type="text" value="mm/dd/yyyy"/>
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Cancel
Search

> Air: Nothing Booked

> Insurance: Nothing Booked

Back

New Reservation

Cards Grid

Clear Search

Search

More



Collapse All



Find Reservations

Res #

Agency Code

Port To

Reservation Results

No reservations found

**Search**
✕

**Search Parameters**

Complete any **TWO** fields of: First Name, Last Name, Birth Date **OR** Any **THREE** fields of: First Name, Last Name, Email, Telephone, Birth Date

Client ID

OR

Last Name  
Sampleton

First Name  
Michelle

Birth Date  
mm/dd/yyyy

Cancel
Search

Please select the correct Guest(s) from the list below.

	Client ID	Club Account	First Name	Last Name	Birth Date	Email	Telephone	
+	180042465	00411204	MICHELLE	SAMPLETON	Aug 11, 1973	xxxx@xxxx.xxx		<input type="checkbox"/>

✕ Cancel
✓ Ok



Group

Cruises

Group Reservation

Editing

Discard



Additional Information

Group Name \*

Dynamic Duos

Group Type \*

AFFINITY



Information



Group #10000973 is created successfully.

Close

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Continue

Group

10000973 | Group Reservation

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Find Voyages

Show Advanced 

Choose your departure point, ideal date, and number of people traveling.

Ship  Destination  From  To

Trip Duration  2-5 Days  6-9 Days  10+ Days

Week Days From  Generic Cabin Categories

Adults 18 and over    Children under 18    Infants under 3

Enforce Category Occupancy

Clear

Search Cruises

Select the cruise you prefer from the list below

Grid Calendar Tiles

Show  entries

Filter

Ship	Cruise Name	Comments	Port From	Departure Date	Port To	End Date	Price per Room	Promotion
------	-------------	----------	-----------	----------------	---------	----------	----------------	-----------

Press "Search Cruises" button to see Available Cruises OR you may Continue without Cruise selection

Showing 0 to 0 of 0 entries

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Group

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Find Voyages

Choose your departure point, ideal date, and number of people traveling.

Ship: 
 Destination: 
 From: 
 To:

Trip Duration:  2-5 Days  6-9 Days  10+ Days
 Week Days From: 
 Generic Cabin Categories:

Adults 18 and over:   
 Children under 18:   
 Infants under 3:

 Enforce Category Occupancy



Select the cruise you prefer from the list below




 Show  entries

 Filter 

	Ship	Cruise Name	Comments	Port From	Departure Date	Port To	End Date	Price per Room	Promotion
<input checked="" type="checkbox"/>	PURSUIT	<b>10 NIGHT CRUISE</b>	11d	ATHENS (PIRAEUS)	Sun, Jun 09, 2024, 6:00 PM	VENICE	Wed, Jun 19, 2024, 6:00 AM	\$ 5,448	<b>Early Booking Bonus</b>
<input type="checkbox"/>	PURSUIT	<b>10 NIGHT CRUISE</b>	11d	VENICE	Wed, Jun 19, 2024, 6:00 PM	CIVITAVECCHIA (ROME)	Sat, Jun 29, 2024, 6:00 AM	\$ 5,070	<b>Early Booking Bonus</b>
<input type="checkbox"/>	PURSUIT	<b>7 NIGHT</b>		CIVITAVECCHIA	Sat, Jun 29, 2024,	MONTE CARLO	Sat, Jul 06, 2024,	\$ 3,196	<b>Early Booking</b>

Showing 1 to 3 of 3 entries

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10000973 | Group Reservation

Editing

✕ Discard 🔧 🛒

Cruise#	Ship	Cruise Name	Duration	Departure	Arrival
PR240619-010	PURSUIT	10 NIGHT CRUISE	11d	Wed, Jun 19, 2024, 6:00 PM, VENICE	Sat, Jun 29, 2024, 6:00 AM, CIVITAVECCHIA (ROME)

➤ **Current Staterooms**    **Group Reservation Code #10000973** ⓘ    Total # of Guests: 8   Avail. Cabins: 4   Selected: 4   Total Price: \$ 28,116

Promotion    Occupancy − 2 +     Enforce Category Occupancy    Apply Clear

<b>CO</b>	Ocean Suite	4	3	Early Booking Bonus, Upper Suite Onboard Credit	<input type="radio"/>	\$ 10,872		<span>−</span> 0 <span>+</span>
<b>SP</b>	Spa Suite	2	2	Early Booking Bonus, Upper Suite Onboard Credit	<input type="radio"/>	\$ 9,856		<span>−</span> 0 <span>+</span>
<b>N1</b>	Continent Suite	5+	2, 3	Early Booking Bonus	<input type="radio"/>	\$ 7,682	\$ 15,364	<span>−</span> 2 <span>+</span> <span>🗑️</span>
<b>N2</b>	Continent Suite	5+	2, 3	Early Booking Bonus	<input type="radio"/>	\$ 7,536		<span>−</span> 0 <span>+</span>


**VERANDA**
▼ Hide Available Categories

Price From: \$ 5,506   Selected: 2   Total Price: \$ 12,752

					Default Promotions	<u>Early Booking Bonus</u>	Total Price	# of Staterooms
<b>P1</b>	Veranda Plus	5+	2, 3	Early Booking Bonus	<input type="radio"/>	\$ 6,376	\$ 12,752	<span>−</span> 2 <span>+</span> <span>🗑️</span>
<b>P2</b>	Veranda Plus	5+	2, 3	Early Booking Bonus	<input type="radio"/>	\$ 6,086		<span>−</span> 0 <span>+</span>
<b>P3</b>	Veranda Plus	5+	2, 3	Early Booking Bonus	<input type="radio"/>	\$ 5,942		<span>−</span> 0 <span>+</span>

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Group

10000927 | Group Reservation

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☰ Group

Invoice Total: \$ 39,116

▼ Group # 10000927 Status: OFFER
Collapse All

Group Name: DYNAMIC DUOS    Group Type: AFFINITY    Group Coordinator: JASMINE SAMPLE

Alt Group ID

➤ Agency: TEST CONSORTIA AGENCY    Agency ID: 1000060

① Cruise#: PR240523-005 Ship: PURSUIT  
 Package Name: 5 NIGHT CRUISE  
 Departure: Thu, May 23, 2024, 6:00 PM, BARCELONA  
 Arrival: Tue, May 28, 2024, 7:00 AM, BARCELONA  
 Total # of Staterooms: 8    Total # of Guests: 16

▼ Ship Requests:

Code	Category Name	Upgraded	Reserve Type	Occupancy	Qty.	Avail.
P1	Veranda Plus			2	<u>2</u>	<u>2</u>
P2	Veranda Plus			2	<u>2</u>	<u>2</u>
P3	Veranda Plus			2	<u>2</u>	<u>2</u>
V1	Veranda			2	<u>2</u>	<u>2</u>

▼ Reservations: Expand All

Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name
-------------	--------	------	------------	----------	--------------	-----------

No data available in table

Pay Now



10000927 | Group Reservation

Editing

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Group Invoice Total: \$ 39,116

V1 Veranda 2 2 2

Reservations:

Expand All

Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name
No data available in table						

Previous Next

Insurance: Nothing Booked

Special Requests: Nothing Booked

Addons:

Add-on Code	Add-on Name	Delivery From	Delivery To	Qty.	Avail.
<b>CREDIT</b>					
150SRX	\$150 Shorex OBC	May 23, 2024	May 28, 2024	16	16
<b>COMP</b>					
CMPESS	Exmo ESSENTIALS	May 23, 2024	May 28, 2024	8	8

Excursions: Nothing Booked

Land Programs: Nothing Booked

Hotel Requests: Nothing Booked

Pay Now

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10000927 | Group Reservation

Editing
✕ Discard


## ADDONS

+ Add Items
Grid Tiles
**Booked Items**

 Filter by: All Voyages

 Filter 

Add-on Name ▲	Effective Date ▼	Delivery From ▲	Delivery To ▲	Voyage ▼	Add-on Status ▼	Qty. ▼	Avail. ▼	Total Price ▼	Edit	Remove
<b>COMP</b>										
<u><a href="#">Exmo ESSENTIALS</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		2	2	\$ 0.00		
<u><a href="#">Exmo ESSENTIALS</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		2	2	\$ 0.00		
<u><a href="#">Exmo ESSENTIALS</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		2	2	\$ 0.00		
<u><a href="#">Exmo ESSENTIALS</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		2	2	\$ 0.00		
<b>CREDIT</b>										
<u><a href="#">\$150 Shorex OBC</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		4	4	\$ 0.00		
<u><a href="#">\$150 Shorex OBC</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		4	4	\$ 0.00		
<u><a href="#">\$150 Shorex OBC</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		4	4	\$ 0.00		
<u><a href="#">\$150 Shorex OBC</a></u>	Feb 6, 2023, 4:21:30 PM	Thu, May 23, 2024, 6:00 PM	Tue, May 28, 2024, 7:00 AM	1		4	4	\$ 0.00		

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1000974 | Group Reservation

Editing Discard [Tools] [Shopping Cart]

Group Invoice Total: \$ 23,792

Group # 1000974 Status: OFFER Collapse All [More]

Group Name: SAMPLE GROUP Group Type: AFFINITY Group Coordinator: MICHELLE SAMPLETON

Alt Group ID Cruising Mommas [Edit]

Agency: TEST CONSORTIA AGENCY Agency ID: 1000060 [Edit]

① Cruise#: JR240608-007 Ship: JOURNEY  
 Package Name: 7 NIGHT CRUISE  
 Departure: Sat, Jun 08, 2024, 6:00 PM, ISTANBUL  
 Arrival: Sat, Jun 15, 2024, 6:00 AM, ATHENS (PIRAEUS)  
 Total # of Staterooms: 4 Total # of Guests: 8

Ship Requests:

Code	Category Name	Upgraded	Reserve Type	Occupancy	Qty.	Avail.
P1	Veranda Plus			2	4	4

Reservations:

Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name
No data available in table						

Previous Next

Insurance: Nothing Booked

Pay Now



10000927 | Group Reservation

Editing

Discard



Group

Invoice Total: \$ 39,116

Agency: TEST CONSORTIA AGENCY Agency ID: 1000060

1 Cruise#: PR240523-005 Ship: PURSUIT  
Package Name: 5 NIGHT CRUISE  
Departure: Thu, May 23, 2024, 6:00 PM, BARCELONA  
Arrival: Tue, May 28, 2024, 7:00 AM, BARCELONA  
Total # of Staterooms: 8 Total # of Guests: 16

Ship Requests:

Code	Category Name	Upgraded	Reserve Type	Occupancy	Qty.	Avail.
P1	Veranda Plus			2	2	2
P2	Veranda Plus			2	2	2
P3	Veranda Plus			2	2	2
V1	Veranda			2	2	2

Reservations:

Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name
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No data available in table

Export ...

New Delegate

Previous Next

Insurance: Nothing Booked

Special Requests: Nothing Booked

Pay Now

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① **Cruise#:** PR240523-005 **Ship:** PURSUIT  
**Package Name:** 5 NIGHT CRUISE  
**Departure:** Thu, May 23, 2024, 6:00 PM, BARCELONA  
**Arrival:** Tue, May 28, 2024, 7:00 AM, BARCELONA

	Code	Category Name	Upgraded	Stateroom #	Reserve Type	Occupancy	Qty.	Used	Avail.
<input checked="" type="checkbox"/>	P1	Veranda Plus			GTY	2	2		2
<input type="checkbox"/>	P2	Veranda Plus			GTY	2	2		2
<input type="checkbox"/>	P3	Veranda Plus			GTY	2	2		2
<input type="checkbox"/>	V1	Veranda			GTY	2	2		2

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Create Delegate

Reservation ▲ Status ▾ Code ▾ Staterooms ▾ Upgraded ▾ Reserve Type ▾ Full Name ▾

No data available in table

Previous Next

> **Insurance:** Nothing Booked

> **Special Requests:** Nothing Booked

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10000927

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- Guests
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 NEW | Reservation [Group # 10000974](#)
✕ Discard ⚙ 🛒

Cruise#	Ship	Cruise Name	Duration	Departure	Arrival
JR240608-007	JOURNEY	7 NIGHT CRUISE	8d	Sat, Jun 08, 2024, 6:00 PM, ISTANBUL	Sat, Jun 15, 2024, 6:00 AM, ATHENS (PIRAEUS)

➤ **Current Staterooms** Rearrange passengers in Staterooms Adults:2 Children:0 Infants:0 Group Reservation Code #10000974 ⓘ Selected: 1 Total Price: \$ 5,948

Promotion Stateroom Attributes ☑ Enforce Category Occupancy Apply Clear


**VERANDA**

Price From: \$ 4,936 Selected: 1 Total Price: \$ 5,948

			Default Promotions	Early Booking Bonus	Total Price	# of Staterooms
<span>P1</span>	Veranda Plus	4	2, 3 Early Booking Bonus	<input checked="" type="radio"/> \$ 4,936	\$ 5,948	<span>−</span> 1 <span>+</span> <span>🗑</span>

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NEW | Reservation Group # 10000974

Discard [Wrench Icon] [Shopping Cart Icon]

1 Cruise#: JR240608-007 Ship: JOURNEY Package Name: 7 NIGHT CRUISE Departure: Sat, Jun 08, 2024, 6:00 PM, ISTANBUL Arrival: Sat, Jun 15, 2024, 6:00 AM, ATHENS (PIRAEUS) Guests: 1,2

[-] [+] Maximize Deck #6

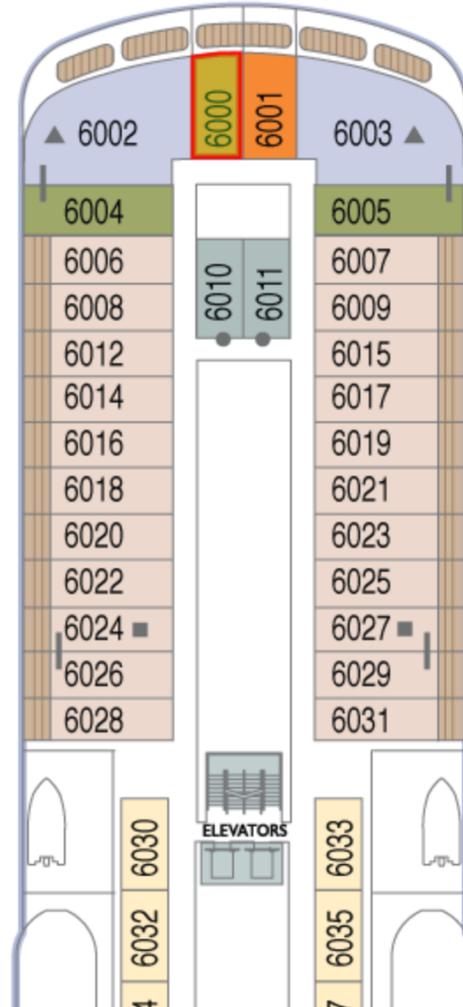
1 [Info Icon] P1 #6000 Capacity: 2 Deck #6

- #1 Adult #2 Adult

Change Stateroom

Change Staterooms

Current seat Not Available



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Choose Stateroom

NEW

Reservation



Discard



① Cruise#: PR240619-010 Ship: PURSUIT  
 Package Name: 10 NIGHT CRUISE  
 Departure: Wed, Jun 19, 2024, 6:00 PM, VENICE  
 Arrival: Sat, Jun 29, 2024, 6:00 AM, CIVITAVECCHIA (ROME)  
 Guests: 1-4

- + Maximize Deck #4

Selected Staterooms

05 #4016 Capacity: 3 Deck #4

i Oceanview

Remove

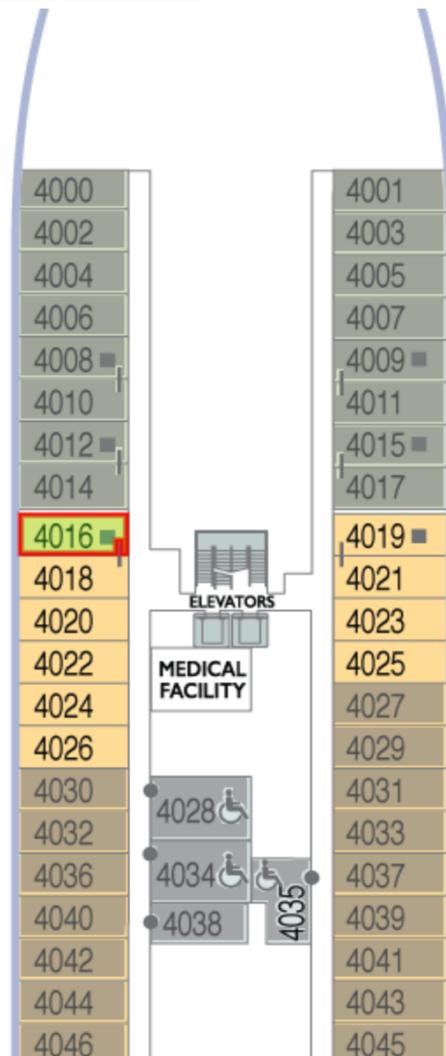
Current Stateroom

1 i 05 #4060 Capacity: 2  
 Deck #4

#1		SAMPLE	JOELLE	Female
#2		SAMPLE	ALLEN	Male

Deck4

- Current seat
- New seat
- Not Available



Filtered by: Category 05

- Deck
- Stateroom Category
- Capacity

Search By:

Stateroom Attributes

Stateroom Capacity

Stateroom #

05 #4016 Capacity: 3 Deck #4

i Oceanview

Remove

05 #4018 Capacity: 2 Deck #4

i Oceanview

Select

05 #4019 Capacity: 3 Deck #4

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Reservation Group # 10000974

Discard



① Cruise#: JR240608-007 Ship: JOURNEY  
 Package Name: 7 NIGHT CRUISE  
 Departure: Sat, Jun 08, 2024, 6:00 PM, ISTANBUL  
 Arrival: Sat, Jun 15, 2024, 6:00 AM, ATHENS (PIRAEUS)  
 Guests: 1,2

- + Maximize Deck #6

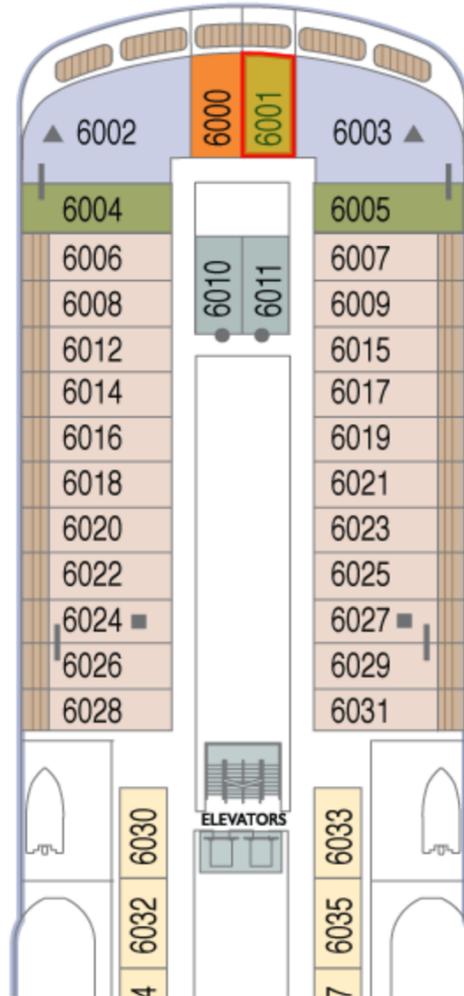
1 ⓘ P1 #6001 Capacity: 2 Deck #6

- #1 Adult
- #2 Adult

Change Stateroom

Change Staterooms

- Current seat
- Not Available



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NEW | Reservation [Group # 10000927](#)

Please fill in personal information for each passenger.

Title 
 First Name \* 
 Last Name \* 
 Gender  Male  Female  Other
 Birth Date \* 
 Age

Residency \* 
 Email \* 
 Intl.Code 
 Telephone

Country 
 Address 
 Postal Code 
 City 
 State 
 Mailing

Shipping

> Document Information

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Copy from Passenger #1

Next



**Reservation** Invoice Total: \$ 5,216

> Reservation # **NEW** Status: IN PROCESS Group # 1000927 Referral: INT-AGENT Collapse All

> Agency: TEST CONSORTIA AGENCY Agency ID: 100060

▼ Guests: Adults:2 Children:0 Infants:0

		Full Name	Gender	Age	Email	Client Type	Stateroom #	Voyage
1	Adult	LAWRENCE SMITH	Male	73	lsmith@sample.com		6000	1
2	Adult	ELIZABETH SMITH	Female	74	esmith@sample.com		6000	1

**1** Cruise#: PR240523-005 Ship: PURSUIT  
 Package Name: 5 NIGHT CRUISE  
 Departure: Thu, May 23, 2024, 6:00 PM, BARCELONA  
 Arrival: Tue, May 28, 2024, 7:00 AM, BARCELONA  
 Guests: 1,2

▼ Total # of Staterooms: 1

Code	Category Name	Capacity	Reserve Type	Staterooms	Occupancy	Guests
P1	Veranda Plus	2		6000	2	1,2

> Air: Nothing Booked

> Insurance: Nothing Booked

> Special Requests: Nothing Booked

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10029730 | Reservation [Group # 10000974](#)
[Discard](#)

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☰ Reservation
🔑 Invoice Total: \$ 5,948

> Reservation # 10029730 Status: OFFER 🗪 Group # 10000974

> Agency: TEST CONSORTIA AGENCY Agency ID: 1000060

> Guests: Adults:2 Children:0 Infants:0

① Cruise#: JR240608-007 Ship: JOURNEY  
 Package Name:7 NIGHT CRUISE  
 Departure: Sat, Jun 08, 2024, 6:00 PM, ISTANBUL  
 Arrival: Sat, Jun 15, 2024, 6:00 AM, ATHENS (PIRAEUS)  
 Guests: 1,2

▼ Total # of Staterooms: 1 ⋮

Code	Category Name	Capacity	Reserve Type	Staterooms	Occupancy	Guests
P1	Veranda Plus	2		6001	2	1,2

> Air: Nothing Booked

> Insurance: Nothing Booked

> Special Requests: Nothing Booked

▼ Addons:

Add-on Name	Effective Date	Delivery From	Delivery To	Guests	Add-on Status	Qty.	Total Price	Notes
COMP								

### Tools

Cancel

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View Itinerary

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Print/View Confirmation

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Pay Now



Group

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Review Group

Group Invoice Total: \$ 39,116

P2	Veranda Plus	2	2	2
P3	Veranda Plus	2	2	2
V1	Veranda	2	2	2

Reservations:

Expand All



Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name	
<a href="#">10029605</a>	BK	P1	6000			LAWRENCE SMITH	<a href="#">Edit</a> <a href="#">Cancel</a>

Previous 1 Next

Insurance: Nothing Booked

Special Requests: Nothing Booked

Addons:



Add-on Code	Add-on Name	Delivery From	Delivery To	Qty.	Avail.
<b>CREDIT</b>					
150SRX	\$150 Shorex OBC	May 23, 2024	May 28, 2024	16	16
<b>COMP</b>					
CMPESS	Exmo ESSENTIALS	May 23, 2024	May 28, 2024	8	8

Excursions: Nothing Booked



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Editing

✕ Discard



Group	Invoice To	Qty	Rate	Total
P2	Veranda Plus	2	2	2
P3	Veranda Plus	2	2	2
V1	Veranda	2	2	2

**Reservations:**

Reservation	Status	Code	Full Name	Actions
<a href="#">10029605</a>	BK	P1	LAWRENCE SMITH	<a href="#">Edit</a> <a href="#">Cancel</a>

[Previous](#)
1
[Next](#)

- **Insurance:** Nothing Booked
- **Special Requests:** Nothing Booked
- ▼ **Addons:** 

Add-on Code	Add-on Name	Delivery From	Delivery To	Qty.	Avail.
<b>CREDIT</b>					
150SRX	\$150 Shorex OBC	May 23, 2024	May 28, 2024	<u>16</u>	16
<b>COMP</b>					
CMPESS	Exmo ESSENTIALS	May 23, 2024	May 28, 2024	<u>8</u>	8
- **Excursions:** Nothing Booked

✕

### Confirm

Cancellation Policy

Res #	Cancel penalty	Charges due to changes
10029605	0USD	0USD

Yes

No

Pay Now

[Group](#)
[Cruises](#)
[Staterooms](#)
[Spec.Requests](#)
[Addons](#)
[Excursions](#)
[Land](#)
[Hotels](#)
[Transfers](#)
[Review Group](#)

10000927 | Group Reservation

Editing
✕ Discard

☰ **Group** 👉 Invoice Total: \$ 39,116

▼ **G** Group # 10000927 ℹ️ Status: OFFER

Collapse All


Group Name: DYNAMIC DUOS    Group Type: AFFINITY    Group Coordinator: JASMINE SAMPLE

Alt Group ID

 ✎
➤ 👤 Agency: TEST CONSORTIA AGENCY Agency ID: 1000060

 ① Cruise#: PR240523-005 Ship: PURSUIT  
 Package Name: 5 NIGHT CRUISE  
 Departure: Thu, May 23, 2024, 6:00 PM, BARCELONA  
 Arrival: Tue, May 28, 2024, 7:00 AM, BARCELONA  
 Total # of Staterooms: 8 Total # of Guests: 16

▼ 🚢 Ship Requests:


Code	Category Name	Upgraded	Reserve Type	Occupancy	Qty.	Avail.
P1	Veranda Plus			2	<u>2</u>	<u>2</u>
P2	Veranda Plus			2	<u>2</u>	<u>2</u>
P3	Veranda Plus			2	<u>2</u>	<u>2</u>
V1	Veranda			2	<u>2</u>	<u>2</u>

▼ Reservations:

Expand All


Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name
-------------	--------	------	------------	----------	--------------	-----------

No data available in table

Pay Now



- Group
- Cruises
- Staterooms
- Spec.Requests
- Addons
- Excursions
- Land
- Hotels
- Transfers
- Review Group

10000927 | Group Reservation

Group Invoice Total: \$ 39,116

Group # 10000927 Status: OFFER

Group Name: DYNAMIC DUOS Group Type: AFFINITY Group Coordinator: JASMINE SAMPLE

Alt Group ID

Agency: TEST CONSORTIA AGENCY Agency ID: 1000060

**1** Cruise#: PR240523-005 Ship: PURSUIT  
 Package Name: 5 NIGHT CRUISE  
 Departure: Thu, May 23, 2024, 6:00 PM, BARCELONA  
 Arrival: Tue, May 28, 2024, 7:00 AM, BARCELONA  
 Total # of Staterooms: 8 Total # of Guests: 16

Ship Requests:

Code	Category Name	Upgraded	Reserve Type	Occupan
P1	Veranda Plus			
P2	Veranda Plus			
P3	Veranda Plus			
V1	Veranda			

Reservations:

Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Ful
-------------	--------	------	------------	----------	--------------	-----

No data available in table

Type: AFFINITY  
 Name: DYNAMIC DUOS  
 Created: Feb 5, 2023, 6:19:00 PM  
 Status: OFFER  
 Agency: TEST CONSORTIA AGENCY

Your Journey Starts in 472 days

Starts: BARCELONA, May 23, 2024  
 Ends: BARCELONA, May 28, 2024  
 Sail Length: 5

**1** Ship: PURSUIT  
**BARCELONA - BARCELONA**  
 [→ Thu, May 23, 2024, 6:00 PM  
 →] Tue, May 28, 2024, 7:00 AM  
**Total # of Staterooms: 8**  
**Total # of Guests: 16**

Insurance: -  
 Special Requests: -  
 Addons: **24 Booked**  
 Excursions: -  
 Land Programs: -  
 Hotels: -

Current Promotions

Early Booking Bonus

Next Payment

Amount: \$ 400  
 Date: 3/7/23

Invoice Total: \$ 39,116

Close

- Group
- Cruises
- Staterooms
- Spec.Requests
- Addons
- Excursions
- Land
- Hotels
- Transfers
- Review Group

10000927 | Group Reservation

Editing

Discard



<b>Group</b>	<b>Invoice Total: \$ 39,116</b>
--------------	---------------------------------

P2	Veranda Plus	2	<u>2</u>	<u>2</u>
P3	Veranda Plus	2	<u>2</u>	<u>2</u>
V1	Veranda	2	<u>2</u>	<u>2</u>

**Reservations:**
[Expand All](#)

	Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name	
	<a href="#">10029605</a>	BK	P1	6000			LAWRENCE SMITH	<a href="#">Edit</a> <a href="#">Cancel</a>

 Previous 1 Next

 **Insurance:** Nothing Booked

 **Special Requests:** Nothing Booked

**Addons:**


Add-on Code	Add-on Name	Delivery From	Delivery To	Qty.	Avail.
<b>CREDIT</b>					
150SRX	\$150 Shorex OBC	May 23, 2024	May 28, 2024	<u>16</u>	16
<b>COMP</b>					
CMPESS	Exmo ESSENTIALS	May 23, 2024	May 28, 2024	<u>8</u>	8

**Excursions:** Nothing Booked

[Pay Now](#)

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- Excursions
- Land
- Hotels
- Transfers
- Review Group
- Payment

10000927 | Group Reservation

Editing

 Discard





### Credit Card Payment

**Payment Amount Due \$ 37,666 on 1/24/24**

Amount : \*

Who Is Paying : \*   

 Who Is Paying : is required.

 **Cancel**  **Pay Now**

> Please read and check 'Terms and Conditions' and 'Ticket Contract' below

[Back](#)





Guests

10029572 | Reservation

Discard



Cruises

Staterooms

Edit Stateroom

Passengers

Insurance

Spec.Requests

Addons

Excursions

Land

Hotels

Transfers

Summary

Payment

Please read and check 'Terms and Conditions' and 'Ticket Contract' below

Please read and check 'Terms and Conditions' and 'Ticket Contract' below

I accept the Terms and Conditions for Online/Mobile Reservation.



I accept the terms and conditions of Passage Contract.



Back





### Enter your payment card details



#### Card details

Full name (as it appears on card)\*

**MICHELLE SAMPLETON**



Credit card number\*

#### Expiration date

Month\*

Select

Year\*

Select

#### Security

CVV\*

#### Billing address

Country\*

**United States**

Street\*

**123 Main Street**



Apt #

> Please read and check 'Terms and Conditions' and 'Ticket Contract' below

Back

- Guests
- Cruises
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- Edit Stateroom
- Passengers
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Guests

10029572 | Reservation

Discard



Cruises

Staterooms

Edit Stateroom

Passengers

Insurance

Spec.Requests

Addons

Excursions

Land

Hotels

Transfers

Summary

Payment

### Save for next time

Yes, remember this card

### Mailing address

Same as billing address

The terms & conditions linked below contain important information on your rights and ours, as well as limitations to those rights. They are binding on us and you, so we urge you to read them.

I agree to the terms and conditions and privacy policy

PAY & CONTINUE

> Please read and check 'Terms and Conditions' and 'Ticket Contract' below

Back



Guests

Cruises

Staterooms

Edit Stateroom

Passengers

Insurance

Spec.Requests

Addons

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Summary

Payment

Reservation

### Your payment is confirmed.

#### Reservation Info

Res #	10029572
Trans.#	117354
Amount	\$ 1,100

#### Credit Card Info

VISA	413100*****5678
Valid Thru	09/2025
Holder Info	MICHELLE SAMPLETON

[Continue](#)

> Please read and check 'Terms and Conditions' and 'Ticket Contract' below

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10000927 | Group Reservation

Editing
✕ Discard
✂
🛒

☰ Group

Invoice Total: \$ 39,116

▼ Group # 10000927 Status: OFFER
Collapse All
⋮

Group Name: DYNAMIC DUOS    Group Type: AFFINITY    Group Coordinator: JASMINE SAMPLE

Alt Group ID

➤ Agency: TEST CONSORTIA AGENCY    Agency ID: 1000060

**① Cruise#: PR240523-005 Ship: PURSUIT**  
 Package Name: 5 NIGHT CRUISE  
 Departure: Thu, May 23, 2024, 6:00 PM, BARCELONA  
 Arrival: Tue, May 28, 2024, 7:00 AM, BARCELONA  
 Total # of Staterooms: 8    Total # of Guests: 16

▼ Ship Requests:

Code	Category Name	Upgraded	Reserve Type	Occupancy	Qty.	Avail.
P1	Veranda Plus			2	<u>2</u>	<u>2</u>
P2	Veranda Plus			2	<u>2</u>	<u>2</u>
P3	Veranda Plus			2	<u>2</u>	<u>2</u>
V1	Veranda			2	<u>2</u>	<u>2</u>

▼ Reservations: Expand All ⋮

Reservation	Status	Code	Staterooms	Upgraded	Reserve Type	Full Name
No data available in table						

Pay Now



10000974 | Group Reservation

Editing

Discard



Group

Invoice Total: \$ 29,740

Invoice Details:

Per Group

Agency Invoice

Promotions

CRUISE FARE \$ 24,680

NCF \$ 3,590

TAX \$ 1,470

**Invoice Total \$ 29,740**

**Delegate Invoice Total \$ 5,948**

Total Pending Payments: \$ 0.00

> Payments \$ 0.00

> Guest Payment Schedule **Payment Due Date: 3/8/23**

**Amount Due \$ 29,740**

Financial Transactions



Pay Now

Group

Cruises

Staterooms

Spec.Requests

Addons

Excursions

Land

Hotels

Transfers

Review Group



# FIT AND GROUPS: WHAT WORKS THE SAME?

- Find a Reservation/Find a Group
- Shopping Cart
- Payments on the individual reservation
- Add-Ons: Excursions, insurance, air, etc.
  - Reservation level
- Recent History
- Stateroom selection and changes
- Confirmations



# FAQS

- Gifts and Gear
  - Gift Order option in the Tools Menu
- Modified/Accessible Staterooms
  - Clearly noted in system
  - Can be filtered out of searches
- Additional Training for Travel Partners
  - Mini Videos
  - Easy-to-Follow Quick Reference Guides
  - Post cutover trainings (TBA)
- Communications
  - Check emails for updates:
    - Official dates
    - Additional Trainings
    - Quick Reference Guides
    - Mini Videos



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THANK YOU!