

Information for your Travels with Inspiration Cruises & Tours

PASSENGERS UNDER THE AGE OF 21 (\*any person under the age of 18 at the time of sailing) An infant must be a minimum of 6 months of age at the time of embarkation. Any passenger under the age of twenty-one must be accompanied by an adult 25 years or older. In addition, due to international regulations, if a \*child is traveling with someone other than both parents, regardless of the relationship, that \*child must have notarized, written consent signed by both parents or legal guardian or a copy of a death certificate in the event of the death of one parent. This written and notarized consent must accompany the child during their cruise.

#### PREGNANCY

Please contact Inspiration Cruises & Tours for details and/or restrictions on traveling while pregnant.

**BOARDING PASS** (safeguard your pass – it is your I.D. and Stateroom Key) Your Boarding Pass will be given to you at embarkation. This card identifies you as a cruise passenger and should be carried with you when you go ashore. You will have to show your Boarding Pass and photo I.D. in order to return to the ship.

EMBARKATION (boarding the ship on your day of departure, times shown on your travel brochure) Embarkation begins approximately 4 hours before departure. Porters are available at the pier during embarkation to take baggage from curbside directly to your cabin. Customary tip for this service is \$1.25 per bag. For your convenience, we urge you to arrive for embarkation as early as possible. In any event, you must board the ship no later than one hour before sailing.

#### INCLUDED IN THE FARE

(Most everything is included in your cruise fare) A cruise to exciting ports-of-call includes all of your shipboard meals, snacks, late night buffets, and room service (carbonated & specialized beverages and specialty restaurants not included). You will have access to all shipboard facilities, activities and a full range of entertainment.

NOT INCLUDED IN THE FARE (elective services conveniently charged to your onboard account) Services at the spa and salon, shore excursions and personal items such as stamps, souvenirs, laundry services, onboard shopping, ship-to-shore calls, e-mail and internet access, etc. are not included in the fare. Medical and dental services, specialty restaurants, carbonated & specialized beverages are an additional charge.

CELL PHONE SERVICE (Stay in touch with family, friends and business associates) Aboard most cruise line ships you should be able to use your own cell phones and PDA's. International dialing access must be active on your cell phone plan and international and maritime roaming rates may apply. Charges appear on your cell phone bill. Check with your carrier and/or the cruise line for specific information.

(charges and rates can be expensive-be certain to understand the charges before you utilize this service)

#### SHIPBOARD SCHEDULE

(delivered nightly to your cabin)

The shipboard schedule includes a listing of the next day's program of entertainment and activities. If you lose yours, extra copies are available at the Front Office. All the ship's activities are conducted in the public rooms or on the decks reserved for the use of passengers. It won't take you long to discover where everything is happening and what interests you the most.

(available to all shipboard passengers)

#### CONFERENCE SCHEDULE

A tentative schedule of conference events will be sent to you around 30 days before your departure. This will give you a first look at all the activities being planned for your cruise. Your conference book, including the final schedule, will await you when you enter your cabin. Please remember ports of call, artists, speakers and/or schedules are all subject to change.

(CONFERENCE EVENTS available to ICT PASSENGERS ONLY)

#### DINING

(a culinary experience to be savored by all the senses)

If you have heard about the great cuisine aboard cruise ships, you will not be disappointed. You will dine like royalty. Your waiter and assistant waiter will make your dining experience unforgettable. In most cases, your group will be seated together in a reserved section of the dining room.

## SPECIAL REQUESTS

If you are celebrating a special event while you are sailing, simply notify Inspiration Cruises & Tours of your celebration and the cruise line will arrange something special for you onboard. Special dietary requirements, such as salt-free, diabetic, kosher or vegetarian diets can be arranged by contacting your waiter on the first night of the cruise.

#### **ONBOARD SHIP IN PORT**

(think of the ship as your home away from home) While in port your ship is still your home and you should feel free to leave or return any time of the day or night. You may want to make an appointment at the beauty salon or health club, or just relax and enjoy the shipboard amenities.

### SHORE EXCURSIONS

(book ahead on the cruise line website) Going ashore is half the fun of going on a cruise. There are optional tours and excursions at every port that are bound to intrigue and offer something special in the way of excitement. But you don't have to take one of the optional tours. You can go ashore and discover everything for yourself. Before docking at each port-of-call, a brief lecture will familiarize you with the port, its history, highlights and the schedules of the various shore excursions offered. If one of the optional tours sounds interesting to you, arrangements can be made at the Shore Excursion Office.

## **SPA, SALON & HEALTH CLUB**

A professionally staffed spa & salon is available onboard. Appointments should be made early during your cruise. You will also have the opportunity to experience a refreshing sauna and an invigorating massage, which are available at a nominal charge. Use of the exercise equipment in the gym is complimentary.

**ELECTRICAL APPLIANCES** (Staterooms typically equipped with standard 110 AC & 220 AC outlets) Most staterooms include hairdryers. For safety reasons, the cruise lines respectfully request that you do not iron clothing in your stateroom. Some ships have self-service ironing facilities onboard. All ships offer laundry and pressing services.

DUTY FREE SHOPPING (check onboard prices before buying in port) All the goods for sale onboard are duty free, less expensive than they would be at home, and often less costly than on shore. Check prices before you buy in port.

CURRENCY (U.S. currency, Travelers Checks and most major credit cards are readily accepted) While many find Travelers Checks and credit cards safe and convenient, it is advisable to bring a reasonable amount of U.S. currency with you. Most cruise lines operate a "cashless society" onboard ship. This allows you to sign for your purchases onboard, including excursions, and pay with your credit card at the end of the cruise. Personal checks are not always accepted.

#### SAFES & SAFETY DEPOSIT BOXES

Since the ship cannot accept responsibility for any articles that are lost, stolen, or misplaced, we suggest the use of a safe or safety deposit box for your valuables. Many ships have personal safes located inside your stateroom. Safety deposit boxes are also available in the Purser's Office. A small deposit may be required.

THE FRONT OFFICE (Room issues, Billing, Lost and Found, Questions Answered) If you have questions that cannot be easily answered, the best place to go is the Front Office. The staff should be able to answer any cruise question you may have. You may also cash your Travelers Checks at the Front Office. If you have lost anything, you should report it immediately. After the ship returns to its homeport, all found and unclaimed articles will be sent to the company's headquarters where they can be claimed.

## CRUISE DIRECTOR AND STAFF

Your Cruise Director and Cruise Staff are onboard to see to your pleasure and entertainment. They will provide a whole world of fun and activities, with everything from early morning deck activities to evening shows. In between, there are briefings on the various ports-of-call, shuffleboard, ping-pong, deck games, and movies.

#### CABIN STEWARD

A Cabin Steward is assigned to each stateroom and will be at your service for your entire voyage. Your steward will take care of everything you need from A to Z, and even turn down your bed at night.

#### PHOTOGRAPHIC EXPERIENCES

Remember to keep smiling. You never know when the Ship Photographer may take a candid picture of you. Photos will be displayed and made available for you to purchase. Portrait sessions for individual or group photos take place several times during your cruise. The resulting photos can be purchased. Special picture requests can be made by appointment and are available for a nominal fee.

#### GRATUITIES

Many cruise lines have made it easy for you to reward excellent service onboard and have added the gratuity to your shipboard account on a daily basis. Should you wish to make any adjustments, you may do so at the end of the cruise by contacting the Front Office. Questions regarding tipping procedures will be addressed by the Cruise Director prior to the end of the cruise.

WHAT TO PACK (dependent upon destination, shore excursions selected and individual traveler need) Casual attire is the order of the day both onboard and ashore. Be sure to bring a pair of rubbersoled sandals or sneakers to wear on deck and a pair of good walking shoes is a must. You might want to bring a sweater or jacket for cool evenings, as well as inexpensive rain gear in case of a sudden shower. A hat and sunscreen to protect you from the sun is advisable.

You will have a chance to dress up onboard \*two nights (\*typical for 7 day cruises) for special formal events. We suggest formal/semi-formal attire for the ladies and a tuxedo or dark suit for the men. On the other evenings you can dress informally for dinner, sport shirts for men and slacks for women.

Some departures require slightly more formal evening dress and/or warmer clothing. Additional information will be provided at the time you receive your final billing notice. You may want to use the following checklist to assist in your packing:

Formal clothes (for 1, 2 or 3 evenings) Casual clothes (trousers/slacks, shorts, sport shirts, or blouses) Sweater or jacket Comfortable walking & deck shoes Bathing suit Hat, sunglasses, and sunscreen Toiletries (toothpaste, hair spray, lotion, deodorant, razor, etc.) Minor first aid (aspirin, Band-Aids, etc.) Hair care appliances

(All information printed in this brochure is subject to change.)



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# **IMPORTANT CRUISE INFORMATION**

Embarkation and Debarkation

Thank you for your reservation. We know you are looking forward to your cruise and must be anxious to receive detailed information helping you to prepare for your trip. Each of the following sections talks about items you need to validate or make decisions about. Please read them carefully and respond accordingly. Careful and thorough preparation in the early stages of your travel planning will make for a hassle free cruise vacation.

## CONFIRMATION INVOICE

Carefully check the information on both the front and back of your invoice.

It is extremely important that you verify the information that follows:

- The name on your invoice is your legal name as it appears on your passport or government issued identification and it is spelled correctly. (must match exactly)
- Your name must match the name on your travel document(s). (see TRAVEL DOCUMENTATION section below).
- The address on your invoice is correct and complete (including apartment numbers and postal code.)

Double checking your personal information will help you avoid costly travel changes and delivery delays of important documents.

### TRAVEL DOCUMENTATION

You should begin gathering all the required documentation for your cruise right away! Passengers who fail to present the required documentation that provides proof of citizenship will be prohibited from boarding the ship and will not receive a refund of their cruise and/or travel costs. Passports must be valid for six months after return date and originals must be presented, no copies.

#### U.S. Citizens are <u>REQUIRED</u> to travel with a valid PASSPORT.

If you have a current passport it must be valid for <u>six months after your return</u> from this cruise. If your current passport does not comply with this requirement you must renew it prior to your departure. A travel visa may be required for U.S. Citizens departing from foreign ports. You should consult the U.S. State Department regarding specific requirements for entry into each and every country of destination.

Citizens of countries other than the U.S. are <u>**REQUIRED</u>** to travel with a valid passport.</u>

You should consult your country's embassy and/or passport issuing authority regarding requirements for entry into each and every country of destination.

The latest requirements for U.S. Citizens for entry and exit of countries worldwide can be found at: <u>www.travel.state.gov</u>.

IT IS THE PERSONAL RESPONSIBILITY OF EACH PASSENGER TO FULLY COMPLY WITH ALL IMMIGRATION AND DOCUMENTATION REQUIREMENTS.

## **GENERAL INFORMATION**

When available, we have included ship information provided to us by the cruise line. This will give you an overview of the ship's facilities. You will find that Inspiration Cruises & Tours uses some of the finest ships at sea. Additional information regarding your daily itinerary will be provided onboard the ship.

Additional helpful information will be provided at the time of *Final Billing*, mailed to you approximately <u>100 days prior</u> to departure. Your *Document Package* containing name badges, emergency phone numbers, air transportation documents and planned itinerary will be sent to you <u>7-20 days prior</u> to departure. If we do not have your email address we will ship your documents via FedEx for an additional charge. Please inform our office of your street address if the address on your invoice is a post office box.

## TRAVEL INSURANCE INFORMATION

Post departure travel insurance is included for citizens or residents of the U.S. or Canada. This is coverage for trip delay, baggage loss or delay, emergency medical expenses, and emergency evacuation/repatriation. This policy does not include Trip Cancellation or Trip Interruption. A comprehensive Travel Insurance application is attached. Travel insurance is available to cover a variety of unforeseen circumstances. Pre-existing conditions may be covered if your premium is received within a specified time period. We recommend you read carefully regarding exact rates and coverage and call the insurance carrier directly if you have any questions. Although Inspiration Cruises & Tours is not affiliated with any one insurance company, we highly recommend travel protection. Travel insurance is the only way to protect against the unexpected (based upon policy limitations and coverage) as well as the fees associated with cancellations. Inspiration Cruises & Tours is not able to waive cancellation penalties for any reason. Insurance coverage is not required, BUT highly recommended and should be purchased at the discretion of each person. If this insurance carrier does not meet your needs, we suggest that you contact your local insurance agent regarding travel insurance.

#### CHANGES IN YOUR TRAVEL ARRANGEMENTS

(Please see Terms and Conditions in your specific travel brochure)

- A charge of at least \$100 per person will be made if you request a change in your travel arrangements after the final payment due date. Review your specific travel brochure for date after which no changes are allowed.
- Charges are not assessed for upgrades or for the addition of services, unless air reservations are altered and/or travel documents are reissued.
- Additional fees may be assessed by the cruise line depending on the change requested.

Need additional information? Our helpful Reservations Coordinators are available to answer any questions you may have. Please call Monday through Friday, 8:30 a.m. to 5:00 p.m. Pacific Time Zone.

# **INFORMATIONAL RESOURCES**

U.S. Government websites that offer travel information

## U.S. Government Official Web Portal www.usa.gov

800-FED-INFO (333-4636)

Whatever you want or need from the U.S. government, it's here on <u>usa.gov.</u> You'll find a rich treasure of online information, services, and resources. As the U.S. government's official web portal, usa.gov makes it easy for the public to get U.S. government information and services on the web. usa.gov also serves as the catalyst for a growing electronic government.

## U.S. Department of State Travel Website www.travel.state.gov

2201 C Street NW Washington, DC 20520 202-647-4000

Specific information about Documentation (Passport, Visa requirements and applications), Travel Restrictions, Embassies and Consulates, Travel Tips, Health Issues, Tips for Traveling Abroad, Tips for Travelers with Disabilities... all things travel for U.S. Citizens.

## Department of Transportation www.dot.gov

1200 New Jersey Avenue SE Washington, DC 20590 800-877-8339

Your source for tips to help travelers get to their destinations quickly and safely! **SafeTravel** involves more than government regulations, including giving travelers the best advice and expertise of interested parties within the travel industry, as well as within government. So even if your travel plans are technically within U.S. DOT regulations, **SafeTravel** aims to bring you safe practices to employ when packing and traveling. And that means fewer delays for the traveling public, and many, many more incident-free trips!

## Department of Transportation Federal Aviation Administration www.faa.gov

800 Independence Avenue SW Washington, DC 20591 866-835-5322

www.faa.gov/passengers has a huge amount of information relevant to those who fly, including two sections entitled *Frequently Asked Questions from Passengers* and *Frequently Asked Questions about Security Procedures*. You can find information under the headings of Travelers, Preparing to Fly, Flying Safe, Flying with Children and a section that instructs you how to Report Travel Problems, Concerns & Complaints.

## Department of Homeland Security/Transportation Security Administration

www.dhs.gov and www.tsa.gov TSA HQ,TSA 2 ATTN: 49 CFR 1503.3 REPORTS 601 South 12<sup>th</sup> Street Arlington, VA 22202-4220 866-289-9673

Log on to <u>www.tsa.gov/travelers</u> to check out specific information regarding 3-1-1 for Carry-ons, Prohibited Items, Traveling with Food, Travelers with Disabilities and Medical Conditions, and other relevant, timely and important information that will help you prepare for your travels.

## Selected Airline U.S. Reservation Phone Numbers and Website Information

800-237-2747 800-247-8726 800-252-7522 800-223-5730 800-433-7300 800-843-0002 800-247-9297 800-221-1212 800-223-6700 800-432-1359 800-367-5320 800-772-4642 800-538-2583 800-645-3880 800-435-9792 877-359-7947 800-874-8875 800-864-8331 800-428-4322 800-862-8621	www.airfrance.com www.airfrance.com www.airfran.com www.alaskaair.com www.alaskaair.com www.alastrian.com www.austrian.com www.britishairways.com www.elal.com www.elal.com www.flyfrontier.com www.hawaiianair.com www.hawaiianair.com www.iberia.com www.iberia.com www.iberia.com www.iberia.com www.iberia.com www.southwest.com www.southwest.com www.swiss.com www.turkishairlines.com www.usairways.com www.usairways.com
	800-247-8726 800-252-7522 800-223-5730 800-433-7300 800-843-0002 800-247-9297 800-221-1212 800-223-6700 800-432-1359 800-432-1359 800-367-5320 800-772-4642 800-538-2583 800-645-3880 800-435-9792 877-359-7947 800-874-8875 800-864-8331 800-428-4322

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