



# High Seas Rally\*

## BOARDING DOCUMENT INSTRUCTIONS

FOR HELP FROM ROYAL CARIBBEAN IN COMPLETING YOUR ONLINE CHECK-IN FORMS  
CALL: 1-800-398-9819

**THIS NEW PROCESS** requires YOU to print all documents **INCLUDING ordering your LUGGAGE TAGS. NO BOARDING DOCUMENTS WILL BE MAILED. YOU MUST PRINT THEM.**

This is a different process for previous crewmembers who have sailed with us before. **Online check in is mandatory. You must print a "Set Sail" Pass and order your luggage tags.** RCCL will be mailed you the tags. Please complete the process no later than October 15, 2011. If you begin the process and cannot finish due to insufficient information, you may return to complete it at your convenience prior to departure.

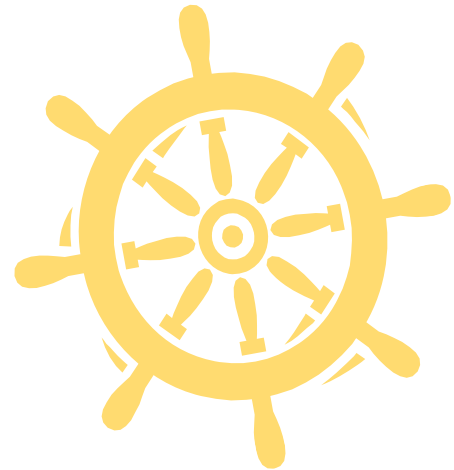
To complete Online Check-in for each guest, you will need:

- Full legal name
- Birth date
- Passport, visa or permanent resident card
- Home address
- Home telephone number
- Emergency contact information
- Airline flight information/ or Travel arrangements
- Credit card information you wish to use for onboard purchases

To Begin:

Log into [www.rccl.com](http://www.rccl.com)

- Go to **"Before Your Board"** and click **"Online Check In"** in the drop down menu
- In the **"Log-in to Online Check-in"** on the right hand side of your screen
  - Input your **Reservation ID Number** and **Last Name**, **date 30 October 2011**, **ship Freedom of the Seas**, then click **SUBMIT**. *(Your Reservation ID Number is located in the top right hand box the second number down on your last invoice) Or you can find it on our 2011 website , logging in as if you were ordering t-shirts. The reservation number and cabin number are listed.*
  - In the right corner of the first screen **CLICK on Request Luggage Tags** If you miss this step you will not receive luggage tags and will have to request them at the port from the luggage porters.
  - Please follow the 4 part check in procedure for each guest in the cabin and enter the information requested on each page and click the **"Save"** button at the bottom of each page.
  - Once you have completed all required fields, and each section has a completed check mark, you may print your Set Sail Pass.
  - **The Set Sail Pass is your ticket to board the ship.**



To embark on your cruise please remember to bring the following items to the Port for Customs Clearance.

- **SET SAIL PASS, with signatures**
- Appropriate identification, **Drivers License and Passport**,
- Visa or permanent resident card.
- Luggage Tags to put on your luggage the day of the cruise before you go to the ship.

**You must be on the ship no later than 2:30pm—90 minutes before sailing.**