

Holland America Line  
Online Check-In Worksheet

**1. GUEST INFORMATION**

Booking Number: \_\_\_\_\_ Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR)  
Country of Citizenship: \_\_\_\_\_ Country of Residence: \_\_\_\_\_

**2. HOME ADDRESS & PHONE NUMBERS**

Address (Line 1): \_\_\_\_\_  
(Line 2): \_\_\_\_\_  
(Line 3): \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_  
Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Cell Phone (not required): \_\_\_\_\_  
Email Address (not required): \_\_\_\_\_

**3. PASSPORT (OR OTHER ID) DETAILS**

**PASSPORT**

Country of Issuance: \_\_\_\_\_ Country of Birth: \_\_\_\_\_  
Passport Number (exactly 9 digits): \_\_\_\_\_  
Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR) (MONTH DAY YEAR)

**NO PASSPORT**

Select the Alternate Western Hemisphere travel Initiative document you will use in lieu of a Passport.

***Passport Card***

Country of Birth: \_\_\_\_\_ Card Number: \_\_\_\_\_  
Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR) (MONTH DAY YEAR)

***Enhanced Driver's License***

State of Issuance: \_\_\_\_\_ Country of Birth: \_\_\_\_\_  
Card Number: \_\_\_\_\_  
Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR) (MONTH DAY YEAR)

***Enhanced Non-Driver ID***

State of Issuance: \_\_\_\_\_ Country of Birth: \_\_\_\_\_  
Card Number: \_\_\_\_\_  
Issue Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR) (MONTH DAY YEAR)

***NEXUS Card***

Country of Birth: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR)

***SENRTI Card***

Country of Birth: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR)

***Fast Card***

Country of Birth: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR)

***Birth Certificate (with a government-issued picture ID)***

Country of Birth: \_\_\_\_\_

Holland America Line  
Online Check-In Worksheet

**4. PRE & POST CRUISE TRAVEL PLANS** (For guests who have their flight information.)

***Pre-Cruise Flight Information***

Arrival Airport: \_\_\_\_\_ Arrival Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR)

Arrival Time: \_\_\_\_\_ Airline: \_\_\_\_\_ Flight Number: \_\_\_\_\_

Final Connection Airport (last stop before arriving at the cruise/tour departure city): \_\_\_\_\_

Departure Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Departure Time: \_\_\_\_\_  
(MONTH DAY YEAR)

***Post-Cruise Flight Information***

Departure Airport: \_\_\_\_\_ Destination: \_\_\_\_\_ Departure Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(MONTH DAY YEAR)

Departure Time: \_\_\_\_\_ Airline: \_\_\_\_\_ Flight Number: \_\_\_\_\_

**5. Emergency Contacts**

Full Name: \_\_\_\_\_ Relationship (8 characters): \_\_\_\_\_

Country: \_\_\_\_\_

Address (Line 1): \_\_\_\_\_

(Line 2): \_\_\_\_\_

(Line 3): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**6. ONBOARD EXPENSES**

**Terms & Conditions:**

Our cashless society is designed to make your life on board as simple as possible. Once you have registered your credit card(s) (Visa®, Mastercard®, American Express®, and Discover®) you will be able to use your onboard account for shipboard purchases. Your credit card number(s) will be securely sent to the ship in preparation for your cruise. Upon embarkation a hold will be placed on your card(s) for USD \$60<sup>+</sup> per person for each day of your cruise. (Please note, this hold will not be placed against your credit card(s) until the day of sailing.) At the end of your cruise, you will receive a final statement, and your card(s) will be charged only for the actual amount of your purchases. Please have the credit card(s) you registered with you and available for the duration of the cruise in case our shipboard staff needs additional information.

Please inform your credit card issuer in advance that your card will be used on a Holland America Line ship. This will help prevent delays in obtaining pre-authorization. Some banks may keep the pre-authorization in place for up to 30 days.

If you do not want to use a credit or debit card, the ship will collect a cash deposit from you at time of boarding in the same amount (USD \$60/person/day)<sup>+</sup>. \*\*\*Note - With the cash option, you MUST bring enough cash to cover the \$60/person/day<sup>+</sup> account deposit. Failure to do so may forfeit your right to board. Any excess deposit will be refunded to you at the end of the cruise. Traveler's checks may be cashed at the front office to make your deposit. Personal checks are not accepted on board.

When you board the ship, your account will have been activated and you may make purchases immediately by showing your guest identification card and signing a receipt.

<sup>+</sup> For cruises longer than 25 days, the hold is US\$30.00 per person, per day.

I agree to the Onboard Expenses Terms & Conditions.

Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Holland America Line  
Online Check-In Worksheet

**Credit Card Details**

Cardholder's Name (as it appears on the card): \_\_\_\_\_

Card Type: \_\_\_\_\_ Visa® / \_\_\_\_\_ Mastercard® / \_\_\_\_\_ American Express® / \_\_\_\_\_ Discover®

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ / \_\_\_\_\_  
(MONTH YEAR)

**Credit Card Billing Information** (If it's not the same as your home address.)

Address (Line 1): \_\_\_\_\_

(Line 2): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_