

BOOKING TRANSFER REQUEST FORM
(FOR RESERVATIONS INITIALLY MADE DIRECTLY WITH DISNEY)

Walt Disney World®

☐

Disneyland®
RESORT

☐

Disney Cruise Line

☐

AULANI ADVENTURES*
A Disney Resort & Spa
KO OLINA, HAWAII

☐

BY Disney

☐

RESERVATION DETAILS

Reservation Number:
Lead Guest's Name:
Arrival Date:
Departure Date:
Resort/Ship/Itinerary:

TRAVEL AGENCY DETAILS

Travel Agency Name:
Design Our Travel® LLC
Travel Agent Name:
Phone: 304.909.3023
Agency CLIA or IATA: 00038272
City: Wellsburg
State/Province: WV
Country: 26070

One adult from the reservation number listed above must sign this form requesting the transfer of this booking to their travel agent. If there are multiple reservations traveling together for these travel dates, one signed Booking Transfer Request Form must be submitted by each reservation. Transfer of reservations (or voyage fares) which are not paid in full may be requested within 30 days of the initial booking. Any requested transfer subject to Disney's approval is Disney's sole discretion. Reservations which are paid in full are not eligible for a transfer request.

I authorize my Travel Agent to assume ownership and responsibility for my reservation.

Guest Name: _____

Guest Signature: _____ Date: _____

FOR TRAVEL AGENT USE ONLY:

For Walt Disney World® Resort reservation transfers, please fax to (407)938-9487 or email WDWDRCIATATAKEOVERS@email.disney.com.

For Disney Cruise Line reservation transfers, please email Bookingtransfer@disneycruise.com.

For Disneyland® Resort reservation transfers, please fax to (818)260-8672 or email WDTC.Guest.Service.Specialist@disneyonline.com.

For Adventures by Disney® reservation transfers, please email Bookingtransfer@adventuresbydisney.com.

For Aulani, A Disney Resort & Spa reservation transfers, please fax to (407)938-9487 or email WDWDRCIATATAKEOVERS@email.disney.com.