

A. Amendment Policy (for all cabin types)

- (a) Every amendment will be subject to an amendment fee of SGD 150.
- (b) Such amendments include the following; -
 - **Change of passenger name** - amendment fee charge per name change; and at least one original name remains unchanged within each cabin. Otherwise, subject to cancellation charges for all name changes.
 - **Swap of passenger names (inter cabins)** - amendment fee charge per name swapped.
- (c) Amendment fee waived for the following; however prevailing rates apply for the changes.
 - Add on additional passengers within the same cabin, the original booked value/promotional rates apply for the add on passengers.
 - For any split-off to a new cabin, the new cabin booking is at prevailing rate. (e.g. 1 x Triple split to 2 Twin (same cabin category))
 - Upgrading of cabin to a higher category on in the same sailing, difference between original and prevailing rate will be charged.
 - Upsell of itinerary provided original departure date remains unchanged (e.g., from 2N itinerary to 7N), difference between original and prevailing rate will be charged.
 - Change of cabin occupancy to Single is allowed without penalty and subject prevailing/promotion rate of 200% for single occupant.
- (d) Cancellation fee will be imposed for the following and the new booking will be subject to prevailing rate.
 - Total change of passenger names (when all passengers' names within a cabin require change)
 - Change of sailing date
 - Downgrading of cabins category (from higher category to lower category)
 - Change of vessel (if applicable)
 - Downgrade of itinerary (e.g. From 3-night to 2-night)

Notes (for FIT Bookings):

- a) 100% of full cabin fare will be levied as cancellation charges in case of sailing during special holiday season (Peak Season)
- b) Any amendment imposed by the RWC Reservation Office to the booking, the amendment fee will be waived.
- c) Amendment fees are applicable to those amendment requests made by guests or Sales agents.
- d) Amendment fees are applicable to those amendment requests, which have been received not less than 5 calendar days prior to the departure date. Any amendment request received 4 calendar days or less prior to departure, 100% of full cabin fare as cancellation charges will be levied.
- e) Amendment requests must be made in writing (email) to the Reservations Office and shall be effective only upon actual receipt by the RWC Reservations Office. The Sales Agent is reminded to confirm in writing any amendment request made by telephone in order to avoid disputes.
- f) The Sales Agent is required to notify its customers of the Reservation Office's amendment fees above. Failure to do so will render the Sales Agent liable for any claims or compensation arising from disputes in the amendment fees levied.

B. Cancellation Policy

- The cancellation policy of the Reservation Office shall apply as follows: -

All cruise lengths on all vessels	
Cancellation Notice Received by	Cancellation Charges (per person)
More than 90 calendar days prior to departure	\$150. Except for Non-refundable promotions per T&C.
89 - 46 calendar days prior to departure	30% of full cabin fare + \$50

45 - 30 calendar days prior to departure	50% of full cabin fare + \$50
29 – 16 calendar days prior to departure	70% of full cabin fare + \$50
15 calendar days or less prior to departure	100% of full cabin fare
No Show / No Written Notice	100% of full cabin fare

***Cancellation policy applies once the Cooling Period policy lapses.*

Dear Valued Guest,

Thank you for your interest to cruise with Resorts World Cruises.

To safeguard your interest, we strongly recommend all guests to purchase travel insurance to protect yourself against any unforeseen circumstances that may disrupt your trip.

Please assist to fill up the declaration form for our records.

Full Name As per NRIC	
Cruise Date	
Names of Travelers	

Will you be purchasing a travel insurance for your cruise?

Please indicate your preference below:
(Tick appropriate box)

<input type="checkbox"/>	Yes	I will purchase the travel insurance through the travel agent or myself via insurance website.
<input type="checkbox"/>	No	Reasons include "I will purchase such travel insurance later", "I have already purchased such travel insurance" or "I do not wish to be insured".

Please acknowledge the accuracy of this form by signing below.

Signature of Guest and Date	Name of Travel Agent staff and Date
-----------------------------	-------------------------------------

Booking ID / TBF No. _____