



## TRANSFER REQUEST FORM

Complete and return this form if you have purchased an airport transfer from us and you are arranging your own air. Transfers can be added up to 30 days prior to departure. All transfers must be in conjunction with a Viking-purchased cruise, cruisetour, land extension or extra hotel nights.

<b>ARRIVAL TRANSFER • <u>LAST SEGMENT OF ARRIVAL FLIGHT</u></b>						
Airline Name and (Code)	Flight Number	Departure Date	Departure City and (Code)	Departure Time	Arrival City and (Code)	Arrival Time
(      )			(      )	_____ <input type="checkbox"/> AM _____ <input type="checkbox"/> PM	(      )	_____ <input type="checkbox"/> AM _____ <input type="checkbox"/> PM

<b>DEPARTURE TRANSFER • <u>FIRST SEGMENT OF DEPARTURE FLIGHT</u></b>						
Airline Name and (Code)	Flight Number	Departure Date	Departure City and (Code)	Departure Time	Arrival City and (Code)	Arrival Time
(      )			(      )	_____ <input type="checkbox"/> AM _____ <input type="checkbox"/> PM	(      )	_____ <input type="checkbox"/> AM _____ <input type="checkbox"/> PM

Booking #: \_\_\_\_\_

Guest Name #1: \_\_\_\_\_  Arrival Only     Departure Only     Both

Guest Name #2: \_\_\_\_\_  Arrival Only     Departure Only     Both

**Your air information must be received no later than 30 days prior to departure. Air information received within 30 days will not be accepted and will result in loss of transfers at 100% penalty.** Please complete this form and return by one of the options listed below:

- **By email:** optional.transfers@vikingrivercruises.com
- **By fax:** Operations (individual bookings): **(818) 594-8462** or Groups (group bookings): **(818) 227-1239**
- **By mail:** Viking River Cruises, Attn: Operations/Transfers, 5700 Canoga Ave., Suite 200, Woodland Hills, CA 91367

**You are responsible for alerting Viking River Cruises of any changes or updates to the flight schedule in a timely manner.**

Please note that failure to provide timely information will result in the loss of both your transfer and any funds you have paid towards this non-refundable service.