

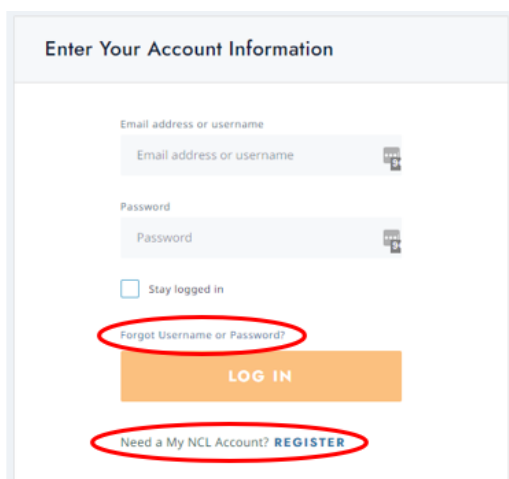
# Online check in with Norwegian Cruise Line

1. To proceed with online check-in for Norwegian Cruise Line, please visit the following official website: <https://www.ncl.com/fr/en/shorex/login>.

If you have previously sailed with the cruise line and have an existing account, kindly log in using your registered username and password. In the event that you have forgotten your password, you can initiate the password recovery process by clicking on **Forgot Username or Password**. *You will receive an email with instructions on how to reset your password and create a new one.*

For first-time travelers with the cruise line, click on **Register** to create a personal account.

*It is important to write down your chosen password for future access.*

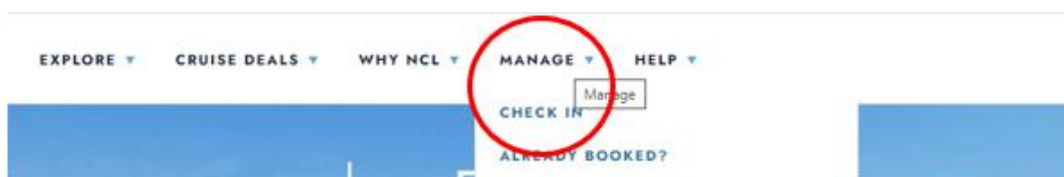


The screenshot shows a login form with the following elements:

- Form title: Enter Your Account Information
- Input field: Email address or username
- Input field: Password
- Checkbox: Stay logged in
- Link: Forgot Username or Password? (circled in red)
- Button: LOG IN
- Link: Need a My NCL Account? REGISTER (circled in red)

2. Once you are logged into your account, click on **Manage**, and then select **Check-In**.

If your booking does not appear, click on **Already Booked?** where you can add your trip by entering the booking number. *You can find the booking number in your confirmation from MyCruise next to your name.*



- When you reach the online check-in page, you need to fill out the personal information for all travelers, as shown below.

**If your name contains Æ, Ø, or Å, please write them as follows:**

- Æ = AE
- Ø = OE
- Å = AA

You must complete all fields during the online check-in process. Make sure you have the following information ready:

- Personal details - *name, date of birth, address, and more.*
  - o The birthday date should be written in the American format - month/day/year.
- Passport information - *passport number, issuing country and date, and expiration date.*
- Name and phone number of an emergency contact - *such as a family member or neighbor.*
  - o **Note** that this person should not be traveling with you.

Save time at the pier and expedite your boarding.

We've located your sailing information! Now you just need to complete these simple steps for each guest during check-in. You can sail through this online check-in process or log off and finish later (save your progress by clicking Save). However, remember you must complete the entire process at least three days prior to your sail date. Need a little help? Call our automated support desk at 1.855.625.1190.

Please remember to bring the following information to the pier:

- Printed copy of your e-Docs
- Proper identification/documentation for each guest

\* Required

Title \* Mr

Date of Birth \* 1988-01-01

Birth Nation \* UNITED STATES

Country of Citizenship \* UNITED STATES

Preferred Language \* English

Email Address \* naiondor@ncl.com

Have You Ever Cruised on Norwegian Cruise Line Before? \* No

Have You Ever Cruised on Another Cruise Line (Other Than Norwegian)? \* No

SAVE & CONTINUE

2 of 8: Contact Information

Update Profile Info  
Update Cruise Preferences

My Reservation

Norwegian Jade - July, 20 2021  
Reservation Number: 46574255  
Stateroom 5546

Remember to click on **Save & Continue** once you have filled out your information. You will then proceed to the next step automatically. In this step, you will need to provide contact details and passport information.

4. When you reach step 4, which pertains to flight information, simply select **No** and click on **Save & Continue**.

The screenshot shows a user profile for Jack Brown (Member # 259297590) and reservation details for Norwegian Jade (July 20 2021, Reservation Number: 46574255, Stateroom 0546). The current step is 4 of 8: Travel Information. The user is asked: "Are you flying in for your cruise vacation?" and "Are you flying back home for your cruise vacation?". Both dropdown menus are set to "No" and are circled in red. A "SAVE & CONTINUE" button is located at the bottom right of the form.

When you have completed all the information correctly, there will be a checkmark next to each step.

5. You will then proceed to the **Vacation Add-ons** step, where you have the option to purchase various additional services from NCL. If you do not wish to add any extras, simply click on **No Thanks**.

The screenshot shows the "Vacation Add-ons" step (5 of 8). The user is presented with the "Essential Travel Protection" add-on, priced at \$25.00 per person. The "No Thanks" button is circled in red. The "Add Essential Travel protection for:" section has "Myself" selected. The "Why book Travel Protection?" section lists benefits: Trip Delay, Assisted/Business Medical Coverage, Emergency Evacuation, Repatriation, Storage Limit, and Bag Delay. A "NO THANKS" button and a "SAVE & CONTINUE" button are at the bottom.

6. In the next step, you will need to provide your credit card information, which will be linked to your account in case you wish to make any purchases on board.

6 of 8. Onboard Payment Preferences ?

To make purchases onboard your cruise, you will need to secure a form of payment for your cabin. Cash and Credit Cards are not accepted onboard for purchases. Save time at the pier and enter your payment information here. You can also choose to apply this form of payment to everyone in your cabin selecting the passengers below.

Payment Type \* \* Required

Credit Card  
 Debit Card  
 Cash

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Credit Card Information

Name on Card \*

Card Number \*

Expiration Date \*

CVV \*

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Billing address \*

Is your billing address same as contact address

Billing Address 1 \*


7. When you reach the following step, you will need to upload a photo. You can either take a photo using your smartphone or upload a file. Click on **Add** to upload the photo.

Vaccination Attestation \*

I acknowledge that I will be fully vaccinated, at least 2 weeks prior to departure, with a vaccine that has been authorized for use by the World Health Organization, U.S. Food and Drug Administration or the European Medicines Agency. I further acknowledge that I will be required to provide proof of such vaccination upon check-in at the pier.

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Security Photo \*

  
Add

**Why do we ask?**

All guests must add a security photo prior to arriving at the pier. This will be used to expedite your check-in experience and for health and safety purposes.

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Please provide the email address and mobile phone number at which Norwegian Cruise Line can contact you with important health, safety and travel update information. To ensure these important messages reach you, we will verify your email address and mobile phone number and will not accept alternate contact information or travel agent information. Please verify the email address and mobile phone number.

Email Address \*  VERIFY EMAIL

Mobile Phone Number \*   VERIFY PHONE

You will have the option to choose how you want to add the photo. Click on **Save** when you are satisfied with the photo.

### Requirements for the photo:

- It must be in color.
- You must not be wearing glasses.
- You must not have anything on your head.
- The photo should be taken in good lighting, with your face clearly visible.
- There should be no one else in the photo except for you.

If the photo does not meet the requirements, a new photo will be taken of you at the cruise terminal.



8. You will then be asked to provide an estimate of when you will arrive at the cruise terminal. **Please note** that this is just an estimate, and as long as you arrive no later than 3 hours before the scheduled departure of the ship, there will be no issues.

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Choose an arrival (check-in) time at the port from the drop-down menu below. For health and safety reasons, time options below are staggered and available on a first come, first served basis.

Please note, you will only be allowed to enter the terminal at your chosen check-in time.

Arrival time\*

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9. At the **Health & Safety** step, you need to watch the video and then check the box to confirm that you have done so.

Mobile Phone Number\* +1 3054364006 📞 Edit / Resend

By providing my mobile phone number above, I agree to receive a one-time text message from Norwegian Cruise Line to verify my phone number and to receive phone calls from Norwegian Cruise Line, if necessary, to convey health and safety information, including for COVID-19 contact tracing purposes. To ensure these important messages reach you, we will not accept alternate contact information or travel agent information.

Since your safety, as well as the safety of our crew, are our number one priority, please watch this important Health & Safety video in preparation for your cruise. All guests are required to watch this video in its entirety and will be asked to accept the terms and conditions below. \*

Place the lifejacket over your head, and fasten the velcro collar

Watch on 

I, Jack Brown, have watched the Health & Safety Video and understand and accept all of the conditions for safe sailing in the video.

**SAVE & CONTINUE**

10. The last step is the Travel Conditions, and once you have read them, you need to accept by checking the box and clicking on **Finish Check-in** to save.

3 of 8. Guest Ticket Contract & Privacy Policy

**Important Notice for all Guests**

The passengers' attention is specifically directed to paragraphs 6, 8, 11 & 15 of the terms and conditions of the guest contract. These paragraphs and all of the other terms and conditions of this contract affect important legal rights. Guests are also advised to carefully read and review section 4 and carrier's website here which contain important terms, conditions, policies, procedures and requirements related to public health and COVID-19

... to the vessel and its furnishings and any equipment or property of the Carrier or any other Guest caused directly or indirectly, in whole or in part, by any act or omission of the Guest or those for whom the Guest is responsible, whether willful or negligent, including but not limited to, theft or any other criminal act. In addition, Guest will be responsible for an administration fee of U.S. \$500.00 associated with any instance resulting in damage or loss as well as for all monies incurred for repairs. In the event any items are removed from a stateroom without Carrier's consent, Guest will be charged the full replacement cost for any such item(s). Furthermore, smoking in staterooms and/or stateroom balconies is strictly prohibited. Any Guest who violates Carrier's smoking policy will be assessed a cleaning fee of U.S. \$250.00. The Guest shall further indemnify the Carrier and each and all of their agents or servants against all liability whatsoever arising from any personal injury, death or damage or loss whatsoever caused directly or indirectly, in whole or in part, by any willful or negligent act or omission on the part of the Guest or those for whom the Guest is responsible.

**6. Limitations and Disclaimers of Liability:**

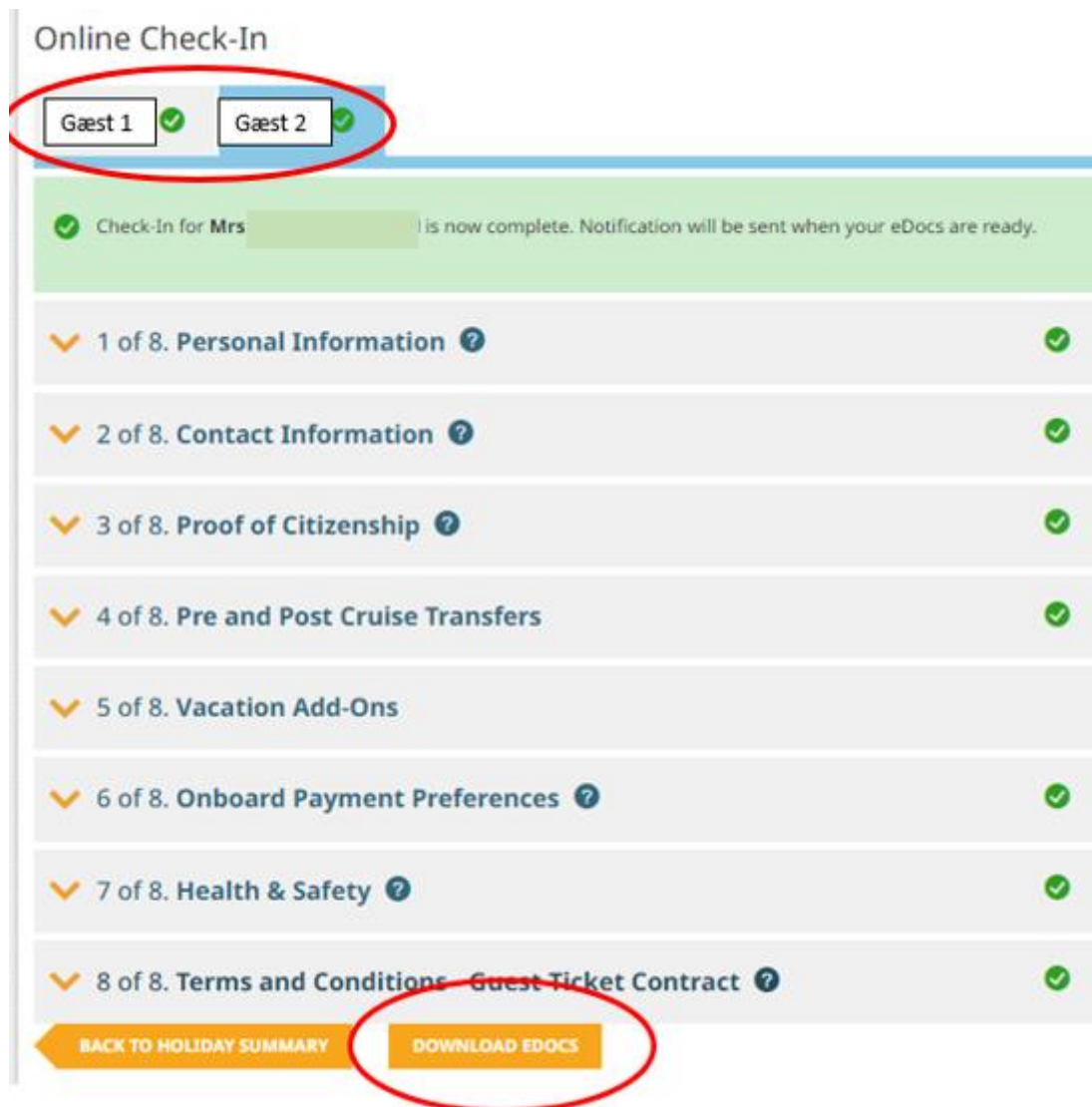
(a) THE CARRIER AND THE GUEST HEREBY AGREE THERE IS NO WARRANTY, WHETHER EXPRESS OR IMPLIED, AS TO THE SERVICE, RESPONSIBILITY, OR CAPABILITY OF THE VESSEL OR ANY...

I, JACK BROWN, have read the Terms and Conditions of the Guest Ticket Contract, the Additional Terms and Conditions, and the Privacy Policy, and accept all of the terms and conditions stated therein.

**FINISH CHECK-IN**

Once you have correctly filled out all the information, a green checkmark will appear next to your name at the top, and you will need to go through all the steps again if there are any additional guests in the same cabin.

After a few days, you will have the opportunity to retrieve your cruise documents (eDocs). To do this, simply log into your NCL account using the same method. *As shown below.*



We hope this is helpful, but if you have any further questions, please do not hesitate to call us at **023 8168 1605**.

Wishing you a wonderful cruise experience! 😊