

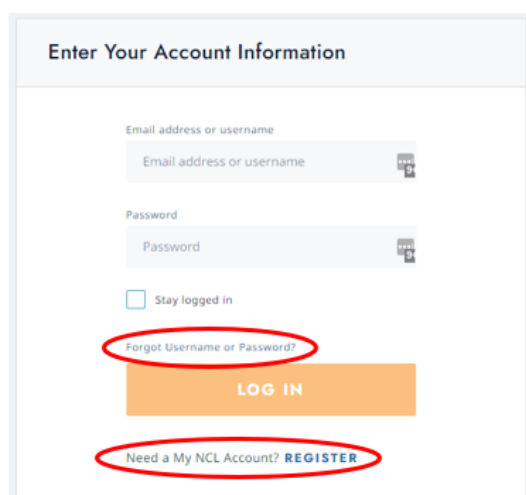
# Online check in for Norwegian Cruise Line

Om du har möjlighet att ladda ner Norwegian Cruise Line's app är det även möjligt att genomföra din incheckning online i deras app

För att checka in online på Norwegian Cruise Line, börja med att gå till denna länk: <https://www.ncl.com/fr/en/shorex/login>.

Om du har kryssat med Norwegian Cruise Line tidigare, eller har skapat en profil hos dem, fyller du i alla uppgifter och klickar på **Sign in**. Om du har glömt lösenordet kan du trycka på **Forgot Username or Password**, Du får då ett e-postmeddelande där du kan skapa ett nytt lösenord.

Om det är din första resa med Norwegian Cruise Line eller om du inte har skapat ett konto tidigare, klickar du på **Register** för att skapa ett konto. *Kom ihåg att notera ditt lösenord någonstans så du har det till nästa gång.*

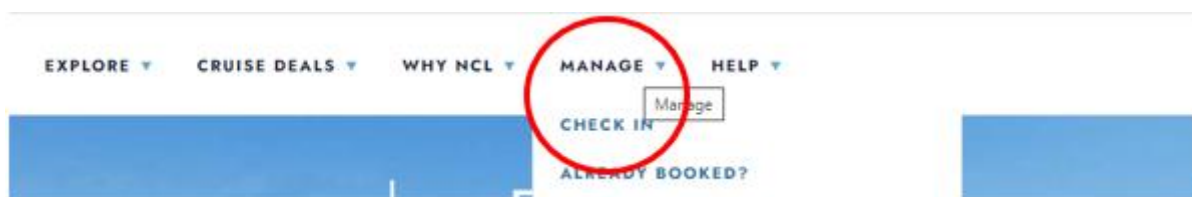


The screenshot shows a login form with the following elements:

- 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)

När du är inloggad på ditt konto, klickar du på **Manage**, och sedan **check-in**.

Om din kryssning inte visas måste du klicka på **Already Booked?** Du lägger till kryssningen genom att skriva in ditt bokningsnummer - *bokningsnummret finner du på din bekräftelse från MyCruise till höger om ditt namn och detta anges som "rederiets ref."*



När du kommer till online check-in sidan måste du först fylla i samtliga resenärers information – *se bild lite längre ner*. **Notera** att under ”Last name” ska det endast stå efternamn.

Har du bindestreck i ditt namn, ska detta tas bort och båda namnen skrivs ihop. Om Å, Ä eller Ö förekommer i ditt namn, ska det skrives enligt nedan:

- Å=AA
- Ä=AE
- Ö=OE

Du måste fylla i samtliga fält under online check-in. Kom ihåg att ha följande information redo:

- **Personlig information** - *namn, födelsedatum, adress m.m.*
  - OBS: Födelsedatumet ska skrivas i amerikanskt format - månad/dag/år.
- **Passinformation** – *passnummer, utställande land och datum, samt giltighetstid.*
- **Namn och telefonnummer till en nödkontakt** – *t.ex. en familjemedlem eller vän.*  
**Observera** att denna person inte ska vara någon i resesällskapet.
- **Porträttbild** - *kan tas med smartphone eller laddas upp som en fil.*

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 1.866.625.1190.

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 \* nalinador@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**

Update Profile info  
Update Cruise Preferences

**My Reservation**

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

2 of 8. Contact Information

Kom ihåg att klicka på **Save & Continue** när du har fyllt i din information. Du kommer då vidare till nästa steg automatiskt. Här måste du fylla i kontaktinformation och passinformation.

När du kommer till punkt 4 som gäller flyginformation ska du endast välja **No**, och klicka på **Save & Continue**.

The screenshot shows a user profile for Jack Brown (Member # 250297590) and a reservation for Norwegian Jade (July 20, 2021, Reservation Number: 40574255, Stateroom 5046). The form is at step 4 of 8: Travel Information. It includes instructions for entering flight information and a note about incoming and outgoing flights. Two radio buttons are visible: 'Are you flying in for your cruise vacation?' and 'Are you flying back home for your cruise vacation?'. Both have 'No' selected and are circled in red. A 'SAVE & CONTINUE' button is at the bottom right.

När du har fyllt i all information korrekt kommer det att visas en grön bock vid varje steg, så du enkelt får en överblick om det är något som saknas i något av stegen.

Efter detta kommer du vidare till steget **Vacation Add-ons**, där du kan köpa till olika tilläggstjänster hos NCL. Om du inte önskar köpa något går du bara vidare till nästa steg genom att klicka på **No Thanks**.

My profile

1 of 6: Personal Information

2 of 6: Contact Information

3 of 6: Proof of Citizenship

4 of 6: Travel Information

6 of 6: Vacation Add-Ons

**Essentials Travel Protection**

When planning a great vacation, you want to think about nothing but having a great time. Our things. Unfortunately, Adding Essentials Travel Protection to your reservation can protect your travel investment against the unexpected.

PRICE: \$25.00 per person

Why book Travel Protection?

- You Delay
- Accident/Sickness Medical Coverage
- Emergency Evacuation
- Recreation
- Baggage Loss
- Bag Delay

For additional information on plan coverage, click here.

NO THANKS | **ADD TO CRUISE**

I nästa steg ska du fylla i kortuppglysningar till det kort som du önskar koppla till ditt konto ombord för eventuella köp ombord.

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 <sup>\*</sup> Required

Credit Card

Debit Card

Cash

Credit Card Information

Name on Card <sup>\*</sup>

Card Number <sup>\*</sup>

Expiration Date <sup>\*</sup>

CVV <sup>\*</sup>

Billing address <sup>\*</sup>

Is your billing address same as contact address

Billing Address 1 <sup>\*</sup>


När du kommer till detta steg ska du ladda upp en bild på ditt ansikte. *Denna kan med fördel tas med en smartphone eller laddas upp som en fil.* Klicka på **Add** för att lägga till din bild.

**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\***



**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\***

**Mobile Phone Number\***

**Krav för bilden:**

- Den ska vara i färg.
- Du får inte ha eventuella glasögon på dig.
- Du får inte ha en huvudbonad.
- Bild ska vara tagen i bra ljus så ansiktet syns tydligt.
- Du måste vara själv på bilden.

Om fotot inte uppfyller kraven kommer ett nytt foto av dig att tas i hamnterminalen.



Sedan ska du välja en estimerad tidpunkt när du räknar med att ankomma till terminalen i avresehamnen. **Notera** att denna tidpunkt endast är en indikation och inte ett krav på ankomsttid. Man ska dock vara i hamnen senast 3 timmar innan fartyget avgår.

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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\*

2:00 pm - 2:30 pm



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Vid steget **Health & Safety** ska du se videon och sedan klicka i boxen.

Mobile Phone Number\* +1 3054364008 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.\*

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**

Du ska läsa och acceptera rederiets villkor. Bocka sedan i boxen och klicka på **Finish Check-in**.

8 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.

or 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 clearing 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 FITNESS, REPUTATION, OR CONDITION OF THE VESSEL OR ANY

[Click here to Print](#)

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**

När du har fyllt i alla uppgifter korrekt visas en grön bock bredvid ditt namn högst upp, och du måste då gå igenom alla steg igen om det finns några medresenärer i samma hytt.



Efter några dagar loggar du in på samma sätt och då kan du ladda ner dina kryssningsbiljetter (eDocs) och sedan skriva ut dem – *Se bild nedan.*

The screenshot shows the 'Online Check-In' interface. At the top, there are two tabs labeled 'Gæst 1' and 'Gæst 2', both with green checkmarks, circled in red. Below the tabs, a green notification bar states: 'Check-In for Mrs [redacted] is now complete. Notification will be sent when your eDocs are ready.' Below this is a list of 8 steps, each with a dropdown arrow, a title, a question mark icon, and a green checkmark:

- 1 of 8. Personal Information
- 2 of 8. Contact Information
- 3 of 8. Proof of Citizenship
- 4 of 8. Pre and Post Cruise Transfers
- 5 of 8. Vacation Add-Ons
- 6 of 8. Onboard Payment Preferences
- 7 of 8. Health & Safety
- 8 of 8. Terms and Conditions – Guest Ticket Contract

At the bottom, there are two buttons: 'BACK TO HOLIDAY SUMMARY' and 'DOWNLOAD EDOCS', both circled in red.

Vi hoppas att denna instruktion gör det enklare för er att checka in, annars är du välkommen att kontakta oss på [info@mycruise.se](mailto:info@mycruise.se) eller ringa **08-4200 2001**.

Vi på MyCruise hoppas du får en riktigt härlig kryssning med Norwegian Cruise Line! 😊