



# bill brown's plaza travel

**Congratulations  
on your upcoming cruise!**



**Here are the next steps once you have printed  
your travel documents:**

- 1.) Once you have your forms, print the "Reservation Request Form" and "Guidelines and Amenities", fill out and submit to Bill Brown's Plaza Travel via fax or mail at least 60 days before travel date.
- 2.) Due to high volume of travel reservations, please allow 7-10 business days for a Bill Brown's Travel agent to contact you to confirm your reservations.
- 3.) If you have any questions prior to submitting your travel documents, please email us at [help@pick-your-trip.com](mailto:help@pick-your-trip.com) or call 800-238-5659 ext. 2232 for guidance.

Thank you and happy traveling,

**Bill Brown's Plaza Travel**  
800-238-5659 ext. 2232  
[help@pick-your-trip.com](mailto:help@pick-your-trip.com)





## Reservation Request Form

Access Code:

Certificate Number:

PLEASE PRINT (Required Fields)

Certificate Recipient (Full Name)	Employer	Title
_____	_____	_____
Travelers (Full Names)	Date of Birth	Citizenship
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Address:	Home Phone: (     )	
_____	_____	
_____	Work Phone: (     )	
_____	_____	
City:                      State:                      Zip:	E-Mail:	
_____	_____	

### 3 Night NCL Sky Cruise!

#### Certificate Details

REDEMPTION PERIOD: 06/10/2013-06/10/2014

- Ship Choice: \_\_\_\_\_
- Requested Sailing Date: \_\_\_\_\_
- Alternative Sailing Date: \_\_\_\_\_
- Stateroom upgrade information: YES/NO \_\_\_\_\_
- Cruise Dining Preference: EARLY/ LATE \_\_\_\_\_
- Dietary Restrictions or Special Requests: \_\_\_\_\_
- Number of travelers over 21: \_\_\_\_\_
- Travel insurance information requested: YES/ NO \_\_\_\_\_
- Will you need hotel accommodations BEFORE you cruise? \_\_\_\_\_
- Will you need hotel accommodations AFTER you cruise? \_\_\_\_\_

-----  
Cash Value: \$.001

CMC Acquisition Corporation DBA Capitol Marketing is bonded and registered with the State of Florida as Seller of Travel ST36176, Nevada 20030195, Iowa 730, Washington 602 284 740, California 2068044-50 - JCN: 2003

By signing this form you hereby agree to the Guidelines and Amenities that pertain to this specific Reservation  
Your signed Guidelines and Amenities form MUST accompany your Reservation Request form in order to be processed.

**Signature:** \_\_\_\_\_

---

**Amenities**

---

1. 3 Night(s) NCL Sky Inside Cabin accommodations for two adults aboard NCL Cruise Lines departing from Miami, FL.

---

**Guidelines**

---

1. This Reservation Request Form must be postmarked 60 days prior to your first requested arrival date. All requests not adhering to this guideline will be returned without exception.
2. This Reservation Request Form must be postmarked with no more than 180 days advance notice. All requests not adhering to this guideline will be returned without exception.
3. Travel must be completed within the redemption period noted on this form.
4. Restricted dates of travel include: The weeks of Thanksgiving, Christmas, New Year's, Easter Week, Memorial Day, and Independence Day. Other holidays may be restricted based on availability given to Capitol Marketing.
5. Port fees, Government taxes and Service fees totaling \$175 for a (3-Night) per guest must be included with your reservation request form. All forms lacking Port fees, Government taxes and Service fees will be returned unprocessed. Accepted forms of payment are cashier's or certified checks and money orders.
6. Any applicable taxes, processing fees, fuel surcharges and ticketing fees must be paid in U.S. funds prior to travel confirmation.
7. The traveler is responsible for incidental charges (transportation, food, beverage, movies, parking, taxes, telephone, etc.), which you incur during your stay.
8. Accepted forms of payment are cashier's or certified checks and money orders.
9. All 3rd, 4th & 5th guests in the same stateroom, upgrades or additional staterooms aboard ship, hotel accommodations and taxes, before or after the cruise, airfare, rental car or transfers and travel insurance are additional. Please indicate all requests; we will notify you as to the availability and rates.
10. Changes to cruise reservations must be received in writing to Capitol Marketing Concepts up to 75 days prior to sailing date. Any changes made inside of 75 days will result in a Capitol Marketing Concepts administrative fee in addition to any applicable cruise line imposed change fee.
11. All guests are encouraged to complete embarkation on-line at <http://embark.capitol-cruises.com> prior to sailing. Failure to complete embarkation online will require you to proceed through a full registration process upon arrival at the terminal, and may result in additional delays.
12. Proof of citizenship in the form of a Passport is required for all guests
13. No more than two Reservation Request Forms can be used at the same time. Reservation Request Form cannot be used consecutively and cannot be combined for the same travel date or destination.
14. Your Reservation Request Form is an individual vacation award and is not valid for group travel.
15. We are unable to accept reservation requests by phone, fax or in person. Copies, and facsimiles, will be returned without exception.
16. Complete this form and mail it to Capitol Marketing Concepts, P.O. Box 430, St. Petersburg, FL 33731. Your Reservation Request Form and Guideline & Amenities Form MUST be mailed together.
17. Once your certificate is received by one of our agents you will be contacted to discuss upgrades, additional persons, etc. Failure to adhere to all terms and conditions may hinder the processing of your certificate.
18. Confirmation will be sent upon receipt of this form and all required payments. All required payments are subject to change and are the responsibility of the guests.
19. Guests under 21 years of age must be accompanied by a parent, grandparent or guardian 25 years or older, in the same stateroom. Proper travel documentation is required at embarkation and throughout the cruise, and is the responsibility of the guest. It is the sole responsibility of each guest to determine if additional documentation is required for travel.
20. You have received this Reservation Request Form as part of a business promotion. The business promoter who granted the Reservation Request Form to you specifically conditions its redemption upon full payment to Capitol Marketing Concepts.
21. Reservations are subject to availability given to Capitol Marketing Concepts.
22. Amenities are subject to change based on availability. Comparable amenities may be offered.
23. Capitol Marketing Concepts reserves the right to substitute a product of equal or greater value.
24. Reservations must be made through Capitol Marketing Concepts.
25. Reservation Request Forms are completely transferable, but may not be resold under any circumstances.
26. If you decide to cancel, you must notify the Seller in writing of your intent to cancel by returning the certificate and sending notice to Capitol Marketing Concepts at P.O. Box 430, St Petersburg, FL. 33731
27. You may also cancel this contract if accommodations or facilities are not available pursuant to a request for use as provided in the contract.
28. You may cancel this contract without any penalty or obligation within 30 days from the date of purchase or receipt of the vacation certificate, whichever occurs later.
29. No Purchaser should rely upon representations other than those included in this contract
30. This contract is for the purchase of vacation certificate and puts all assignees on notice of the consumer's right to cancel under section 559.933

**Your signed Guidelines and Amenities form MUST accompany your Reservation Request form in order to be processed.**

**Signature:** \_\_\_\_\_