

Hi [Client's First Name],

Your Royal Caribbean cruise is right around the corner — and it's time to complete your **online check-in** to make embarkation smooth and stress-free!

Online check-in opens **45 days before your sailing** and must be completed **no later than 3 days prior to departure**.

Below are the step-by-step instructions to get checked in and cruise-ready:

Step 1: Log In or Create Your Royal Caribbean Account

Visit the Royal Caribbean website here:

<https://www.royalcaribbean.com/account/signin>

- If you **already have an account**, just sign in.
- If you **don't have one yet**, click "**Create an Account**" and follow the steps.

Step 2: Link Your Reservation

After logging in:

1. Go to “**My Cruises**” or “**Upcoming Cruises.**”
2. Enter your **Booking Number: [INSERT BOOKING NUMBER]**
3. Confirm your sailing details are accurate.

Step 3: Complete the Check-In Process

You'll be prompted to complete several key sections:

- ✓ **Personal Information**
- ✓ **Travel Documentation (passport details, etc.)**
- ✓ **Emergency Contact Information**
- ✓ **Set Up Onboard Expense Account** (credit card required)
- ✓ **Upload a Security Photo**
- ✓ **Choose an Arrival Time at the Terminal**

Make sure each section is marked “**Complete**” before moving on.

Step 4: Download the Royal Caribbean App (Highly Recommended)

For the best check-in experience, download the **Royal Caribbean mobile app**:

- Complete or review check-in through the app
- Access your SetSail Pass (boarding pass)
- View cruise activities, schedules, and more

Available on the [App Store](#) and Google Play

Step 5: Print or Save Your SetSail Pass & Luggage Tags

- Once all steps are completed, print or download your **SetSail Pass** and **luggage tags**.
- These are also accessible through the app or by logging in to your account.

If you have any questions or need help with any step, feel free to reach out — I'm here to help!

Wishing you smooth sailing and unforgettable memories ahead!