

RESERVATION FEE INVOICE

[Cruise Agency Name]

Invoice #: _____

Date: _____

GUEST DETAILS

[Guest Name]

[Stateroom Number]

[Vessel Name]

EXCURSION DETAILS

[Excursion Name]

[Port of Call]

[Date of Excursion]

Description	Quantity	Unit Fee	Total
Shore Excursion Reservation Fee (Adult)			
Shore Excursion Reservation Fee (Child)			
Administrative/Processing Fee	1		
<hr/>			
Subtotal: \$			_____
Tax/VAT: \$			_____
Total Due: \$			_____

This fee covers the reservation and administrative costs and is non-refundable unless specified in the excursion terms and conditions.

Thank you for choosing our shore services.