



ROYAL CARIBBEAN

SUM GROUP BOOKINGS POLICY

1. *Description:*

This policy outlines the acceptance, management, and onboard conduct of RCG SUM Groups (Student, Underage, Minor and Quinceañera Groups) sailing from U.S. and non-U.S. ports. It has been developed in full compliance with Royal Caribbean's Legal Department and Global Security Shoreside. The procedures outlined herein represent the maximum allowable exceptions and are non-negotiable. No further deviations or accommodations will be considered under any circumstances.

SUM Groups consist of underage guests who sail onboard our ships without their parents or permanent legal guardians. These groups are accompanied by designated chaperones who, for the duration of the voyage, assume full responsibility for the safety, supervision, and conduct of the minors in their care – temporary legal guardians. The following policies have been established to ensure Royal Caribbean is not held liable for any incidents, damage, or violations that may occur during the sailing.

2. *General Rules.*

The current terms and conditions for SUM Group Bookings are set forth below within this document. RCL reserves the right to modify and amend such terms and conditions at any time.

Prior to the issuance by RCL of a confirmation number for a SUM Group Booking, Partner shall provide to RCL information about the type of group (i.e., Student or Quinceañeras Group), name of Travel Agency, the promotional strategy and expected availability of group names in accordance with the formats specified by RCL.

RCL shall review the development of each SUM Group Booking with Partner from time to time in accordance with RCL's policies and procedures, and RCL shall retain the right to require the release of unsold group space at RCL's sole discretion. Through its established space review process, the RCL Group Operations Department shall work with Partner within the framework of RCL's policies and procedures to maximize the success of each SUM Group Booking, taking into account such factors as the type of Group Booking, implementation of promotional efforts, inventory situation for the sailing, timely provision of names, Partner's historical group retention and other relevant factors. RCL may require in certain circumstances that Partner take partial or full financial responsibility for unsold group space in order to retain such space. In all such cases, Partner's acceptance of financial responsibility shall be documented in accordance with the format specified by RCL, as RCL may determine from time to time.

All SUM Group quotes given by RCL to Partner shall include, in addition to the quoted group fare, an amount that will represent the prepayment of gratuities by the group members. This amount shall be non-commissionable and must be remitted to RCL in accordance with RCL's Group payment provisions.

All SUM Groups (Quinceañeras, Students) must have allocated staterooms.

RCL may provide a payment statement to Partner prior to the date of sailing. Unless otherwise specified by RCL, final payment for SUM Group Bookings shall be due as provided in the Partner Agreement between the Partner and RCL. RCL and Partner shall cooperate to ensure the accuracy of the items reflected on all Group invoices. All payments shall be made in accordance with the payment provisions set forth in the Partner Agreement between the Partner and RCL.

Partner shall advise its Travel Agents of RCL's SUM Group policies, payment schedule and cancellation charges. Should Partner fail to do so, the indemnification provisions of the Partner Agreement shall apply.

There are special requirements for SUM Groups (groups traveling with minor passengers who are not accompanied by their parents). All such groups must be identified at the time the booking is made. The ages for each passenger, including chaperones, must be provided at the time names are provided. The Partner is responsible for ensuring that all requirements for the group are met, including but not limited to, chaperone ratios and RCL's parental consent forms, and Travel Agent Acknowledgement forms. Boarding will be denied if that RCL's requirements are not timely met.

RCL reserves the right to charge \$40 per day on onboard spend for singles traveling in a group when 10 or more staterooms are singles. Additionally, RCL may charge up to 200% of NCCF for single staterooms.

Anything to the contrary in this document notwithstanding, Partner must enter into a separate group contract with RCL for SUM Group Bookings of more than fifty (50) cabins. Partner shall not split a SUM Group Booking into subsets to avoid the requirement of the previous sentence. Such contract shall be subject to negotiation between the parties and may contain terms and conditions different from those set forth in the Partner Agreement.

3. *Additional Information*

Amenities: In order to ensure the proper delivery of amenities, all requests must be received 30 days prior sailing.

Group Promotion: All marketing materials used to promote your group must be pre-approved by RCL. All materials must contain a statement identifying the ship's registry.

Prices: All prices quoted are per person based on double occupancy.



ROYAL CARIBBEAN

Gratuities: All prices quoted to passengers will include gratuities for SUM group. Costs are subject to change at any time, and it will be regulated by following guidelines:

All group bookings named prior to the exchange date are eligible for the lower gratuity amounts when opting to prepay at any point prior to sailing. Newly suggested gratuity amounts apply to all group bookings named on-or-after the exchange date, regardless of when the group shell was held. SUM Groups that have a contract are subject to the terms and conditions established in that contract.

Commissions: RCL reserves the right to alter, amend and change its commission structure at any time, without notice.

Changes: All prices, government fees, Group SUM policies as set out above, schedules, port calls, hours of arrival and departure and special programs are subject to change without notice. Prices, Taxes & Fees will not be protected for unnamed group space. RCL reserves the right to assess prices and charges in effect at time of booking.

Terms and Conditions: Terms and conditions set forth in RCL's ticket contract of passage and as stated in the general information section of RCL's current brochure are incorporated herein by reference.

4. Royal Caribbean International – SUM Groups Policy – Other LACAR

Concept	New SUM Groups Policy - Applicable to new SUM Group bookings created from February 6th, 2026, until further notice irrespective of sail date
Group Acceptance Criteria	<p>SUM Groups must comply with cumulative guest count limits per ship class:</p> <ul style="list-style-type: none"> VI/RD/QN/OA/IC Classes: Max 350 guests or 3 groups VY/FR Classes: Max 450 guests or 4 groups <p>During Spring Break (March through April) SUM Groups are not allowed in 3 and 4-night sailings. Non-compliance with this policy may result in the cancelation of the group's booking.</p>
Minimum group size (cabins)	8
Maximum group size without contract (cabins)	50 Total Outstanding Group Stateroom Limit — At any given point in time, the total number of staterooms held by a Travel Partner through non-contracted groups cannot exceed: 60 staterooms or 4 times the number of group staterooms (excluding transfers of individual bookings into a group that sailed in the immediately preceding 4 calendar quarters in non-contracted groups booked by that TP. (whichever is greater)
Maximum Group cabins per sailing	A Travel Partner may hold no more than one (1) group per sailing.
Maximum Groups per agency	TP are limited to 1 group per sailing.
Groups below minimum	Remain in groups but will lose any associated amenities.
SUM Group Bookings	SUM Group bookings must be made through the TP
Group Name	All SUM Groups will be titled as such – SUM/Quince, followed by 3-letter country code, group description and/or group name.
Blackout dates	Sailings that include the following holidays: Christmas New Year's Eve Hanukkah Dates Easter Holiday Thanksgiving Valentine's Day Halloween Passover St. Patrick's Day Mother's Day USA Father's Day USA
Chaperons	Chaperon Requirements
Chaperon Ratio	<p>A certain chaperone amount will be required depending on the sailing date:</p> <ul style="list-style-type: none"> General Ratio: 1 chaperone per 12 minors Summer (June through August) and U.S. Holiday Sailings: 1 chaperone per 10 minors 3–4-night sailings: 1 chaperone per 4 minors <p>IMPORTANT: Regardless of group size or ratio, a minimum of two chaperones per group is mandatory even if the group has 12 or fewer minors.</p> <p>If the number of minors exceeds the chaperone ratio (1:12, 1:10, or 1:4), even by fraction, the chaperone count will be rounded to higher number. The chaperone count and age requirements</p>



ROYAL CARIBBEAN

	are mandatory. Failure to meet these requirements will result in denial of boarding. Any expenses incurred as a result of this denial will be the responsibility of the individual.
Chaperone Age	25 years old.
Chaperone Responsibility	The chaperone is fully responsible for the minor and must understand our requirements and policies and ensure they are executed as stated. If a chaperone fails to meet their responsibilities, both the chaperone and the disruptive minor will be subject to involuntary disembarkation prior to the voyage completion, with return travel expenses paid by the group. Additionally, additional minors under the chaperone's care may also be disembarked if the group's remaining chaperone to minor ratio is not met.
Chaperone Gender	When assigning chaperones, there must be a proportional representation based on the gender of the minors. For example, if a group includes 10 female and 10 male minors, the chaperone team should include an equal number of female and male chaperones to ensure appropriate supervision and comfort for all guests.
Chaperone Stateroom	Chaperones must be berthed either in a stateroom occupied by minors or in a separate stateroom located near the SUM Group, in the same quadrant, on the same floor, and in the same corridor. Staterooms occupied by minors are required to be located near a chaperone, even if there is a young adult (between 18-20 years of age) in the stateroom.
Chaperone Allowed in Stateroom	Chaperones may be in staterooms with minors but are not required to be.
Backup Chaperone Roster	<p>The Backup Chaperone Roster is required to ensure that a chaperone is immediately available to step in if a primary chaperone is unable to fulfill their duties. This ensures that required supervision ratios and safety standards are maintained at all times during the sailing.</p> <ul style="list-style-type: none"> • Completion and Signature: The roster must be fully completed and signed prior to the Mandatory GCP Expectations Meeting. • Verification and Submission: A printed copy must be presented by the chaperones at the meeting. Prior to signing, the Group Coordinator will review and verify compliance with policy requirements, including: <ul style="list-style-type: none"> ○ Backup chaperone age and assigned stateroom. ○ Successful background check. ○ Accurate contact information. • Retention and Disposal: The roster will be retained for the duration of the cruise and securely destroyed at the end of the sailing.
Young Adult	<ul style="list-style-type: none"> • For sailings departing from countries where the legal sailing age is 21, all guests 20 years of age or younger must be included in the chaperone ratio. Only guests 21 years of age or older are excluded from this ratio. • For sailings departing from countries where the legal sailing age is 18 (for example, Brazil, China, and Singapore): Only guests 17 years of age or younger are included in the chaperone ratio. Guests 18 years of age or older are considered legal adults, are excluded from the ratio, and are not required to have a guardianship form.
Group Boarding and Disembarkation	
Chaperone & Minors Boarding the Ship	Minors must board with their designated chaperone.
Set Sail	Set Sail All group members must complete Set Sail.
Onboard Meeting	All group members, along with the group leader, must attend a PreCon/GCP (Guest Conduct Policy) meeting that will be pre-booked on first day of the cruise with Guest Services and Security onboard to outline behavior expectations of the group during the cruise.
Chaperone Accompaniment in Ports	The chaperone must accompany minors who choose to disembark the ship at any port of call. Minors who remain onboard must also be accompanied by a chaperone.
Group Departure	Group departure will be coordinated; SUM groups depart early.
Chaperone Succession Plan	
Chaperone Debark/Unavailability:	If a chaperone disembarks or becomes unavailable for any reason, immediate assignment of a qualified backup chaperone to assume responsibility for the affected minors is required. In cases where no backup is available, shipboard staff - such as Guest Services or Security - should temporarily supervise the minors until a replacement is found. To facilitate this, a backup chaperone roster must be collected and maintained prior to sailing.
Serious Incidents Involving Minors	In the event of a serious incident, such as a minor being involuntary debarked, detained or arrested, a chaperone must accompany the minor during all interactions with security or law enforcement, unless prohibited by law. If the only chaperone available is required to accompany the detained minor, shipboard staff should be assigned to supervise the remaining minors until another chaperone is available.



ROYAL CARIBBEAN

Security Interviews Involving Minors:	<p>A chaperone must be present during any such interview unless a parent or legal guardian is available or law prohibits their presence. If the chaperone is implicated in the incident, an alternate chaperone or designated shipboard adult should be present to safeguard the minor's interests.</p>
Sports Waivers	
Sports Waivers	<p>The below documents should be sent to the group leaders before leaving, please make them aware if they do not bring the signed waivers with them, they will not be able to participate.</p> <p>Waivers should only be given to travel partners or group leaders.</p> <p>Below are the requirements of Royal Caribbean International:</p> <ul style="list-style-type: none"> • Each minor must bring 1 waiver signed for each of the activities below they wish to participate in. • The waiver is valid for the entire voyage. • The waiver does NOT need to be notarized. <p>Activities Requiring Waivers for Our Onboard Experiences (Based on the Reserved Ship):</p> <ul style="list-style-type: none"> • Flowrider • Rock Wall • Inline Skating • Ice Skating • Bungee Trampoline • Zipline • Skypad • RipCord By iFly • Skypad • Perfect Day At Cococay (Applicable Activities) <p>The chaperones traveling with a group of minors do not have permission to sign activity waivers.</p> <p>If a minor does come onboard without the proper waivers, he/she will be denied participation in some of our most popular onboard activities.</p>
Documentation (Forms)	
Documentation (Forms)	<p>Acknowledgement of Responsibility: Completed by each chaperone and will be collected at the mandatory group Guest Conduct Policy meeting.</p> <p>Policy Acknowledgment: signed by Group Leader (includes Guest Conduct and Alcohol Policy).</p> <p>Chaperone forms: must list each minor and be submitted at pier and GCP meeting.</p> <p>Legal Guardianship Form: A parent/guardian release form is required for all minors must be submitted to the pier at check-in.</p> <p>Sports Waiver: Completed and signed by the parent and submitted on board during sports deck activities.</p> <p>Explorations Waiver: Completed and signed by the parent and submitted during bookings of Explorations.</p> <p>The Backup Chaperone Roster: will be handed to the Group Coordinator and must be kept for the duration of the sailing.</p>
Deposit Payments and Final Payment Dates	
Deposits (per cabin)	<p>SUM Groups require an initial deposit per stateroom based on the number of nights of the sailing length to be paid within thirty (30) days of the group's creation to avoid cancellation.</p>
Timing of initial deposits	<p>30 days from creation</p>



ROYAL CARIBBEAN

Full Deposits (per cabin)	<p>1-5 night: \$250 6-9 night: \$550 10+ night: \$950</p> <p>Suites require 10% of the cabin value as deposit.</p>
Option length grace periods (initial deposit)	Judgment call based on availability if sailing is green with significant available space option maybe extended to a max of 15 days, If sailing is code Blue max of 2 weeks, we do not extend Yellow or red coded sailing
Final Payment Due Date	For all berths held in a group, Final Payment is due on or before: Seventy (75) DTS for sailings of all lengths. Final payment not received by the due date may result in cancellation of all or part of the group. Any staterooms newly allocated or added to a group after the final payment due date must be paid for in full when added to the group.
Space reviews	RCL reserves the right to recall group inventory at any time. In the case of inventory recall, names will be required within 5 business days of the review notice. Unnamed inventory after deadline will be released from group.
Prepaid Gratuities	Gratuities may be optionally prepaid for the entire group prior to sailing. If this option is selected, the prepayment must be applied to the entire group.
Damage Deposit	<p>A \$50 damage deposit per minor is required, or the chaperone assumes responsibility for any damages incurred by the minors they are escorting on the cruise (Included in Chaperone Form).</p> <p>If any charges are incurred due to damages or other related incidents, the group leader will be financially responsible for covering any outstanding balance not accounted for by the student damage deposit. For example, if the total cost of damages amounts to \$1,000 and the student damage deposit covers only \$500, the group leader will be charged the remaining \$500.</p>
Names	
Names Due (days prior to sailing)	60% of names on group inventory are due at 60 days to sailing and the remainder due at 30 days to sailing. No name changes are permitted on code Red. This includes Green/Blue/Yellow sailings that were previously on Red.
Name Changes	Name "changes" (the substitution of one guest's name for another) are allowed on a non-contracted group booking prior to the final option date. A double name change made at any time will be treated as a cancellation and result in the loss of promotional rates. When a guest's name is removed from a booking as a result of a name change, payments will be refunded to the original form of payment, and a new form of payment will be required for the newly added guest. Name changes may be made after the final option date provided at least one name listed on a stateroom's booking does not change. No changes to guest names may be made under any circumstances after the sailing has closed.
E-docs	
Documents	E-docs (electronic documents) will be issued free of charge approximately twenty-eight (28) days to sailing.
Agency Credit Cards	
Agency Credit Cards	As guests' full legal names are added, each guest's credit card information must be provided and cross-referenced to the guest's booking. Travel agency corporate cards may only be used for the initial deposit on Deposit Groups (\$50.00 USD per stateroom).
Cancellation and Penalties	
Cancellation Charges	<p>Up to 4 nights sailings</p> <ul style="list-style-type: none"> • 75+ Days to sailing - No charges • 74-61 Days to sailing - Full Deposit • 60-16 Days to sailing - 75% • 15 or less DTD - 100% <p>5 nights or longer</p> <ul style="list-style-type: none"> • 90+ Days to sailing - No charges • 89-75 Days to sailing - Full Deposit • 74-61 Days to sailing - 50% • 60-16 Days to sailing - 75% • 15 or less Days to sailing - 100%



ROYAL CARIBBEAN

3rd/4th Guest Cancellation	<p>Canceling 3rd or 4th guests outside of 100% cancellation period: If a stateroom is triple or quad occupancy and the entire reservation cancels, cancellation charges will be assessed to all guests on the reservation.</p> <p>When cancelling 3rd or 4th passengers, guest 1 and 2 rate should be protected, funds for 3rd or 4th will be refunded back to their form of payment. Contact our Groups Department for any assistance needed with rate protection. Note for NRD Bookings: The deposit from the 3 or 4+ cancelled guest will apply to the balance and is still non-refundable should all the guests cancel or further reduce.</p> <p>However, if the remaining guests cancel prior to sailing, the cancellation charges will reflect the original occupancy count.</p> <p>If the booking is triple or quad occupancy, and the first or second guest cancels, there continues to be a first and second guest rate in the stateroom so the cancelled guest would receive a refund (if the booking is paid in full) in the amount of the third or fourth person rate.</p> <p>Within 100% cancellation period: Full penalty is assessed for each cancelled guest once they are inside 100% cancellation period at the rate that they were booked under. If a booking is being modified by cancelling a guest(s) inside of 100% cancellation period, the sailing guest's cruise fare needs to be adjusted to protect their current cruise fare rate held. The funds held in penalty will equal the cruise fare of the cancelled guest(s) booked. An internal process will be necessary to withhold the cancelled guest's funds.</p> <p>Travel partner commission is automatically protected when a reservation is canceled in full penalty. Bookings that are canceled within the full cancellation period are based on NET charges, thereby protecting the travel partner's commission.</p>
Tour Conductor Credits	
Tour Conductor (TC) Credits	<p>A credit in an amount equal to the cruise-only fare (less the NCCF) for one (1) berth will be earned for every sixteen (16) paid guests who sailed with the group in staterooms at full-fare* double occupancy rates. The value of any Taxes/Fees, NCCF, fuel supplement charges and gratuities are not included in the calculation of that tour conductor credit value. **Full fare** means any rate other than travel agency rates, resident specials or other restricted rates, or any berth to which tour conductor credits are applied. Third and fourth passengers do not count for purposes of calculating the tour conductor's credit. Singles paying 200% of the full fare count as two (2) guests for tour conductor purposes.</p> <p>Tour conductor credits are non-commissionable.</p>
Tour Conductor (TC) Value	Determined on average cruise fare of the total staterooms booked within the group regardless of stateroom category.
Maximum Tour Conductor (TCs)	Unlimited – limits determined by group size.
Singles	Singles pay 200% of the full fare; count as two guests for TC credits.
GAP Points	
GAP Points	Royal Caribbean International has established the Groups Amenities Plus program to allow you to customize your group. Selections for the use of GAP points may only be requested for groups above the minimum group size of eight (8) staterooms and must be made before final payment is due.
GAP Applicability	GAP points will be applied only if the deposit payment is made within the established timeframe, that is, within 30 days from the reservation creation date.
GAP Assignment	Gap points must be assigned by final payment date.
Lost Cabin Protection Policy	
Lost Cabin Protection Policy	Rates and inventory will be protected when the rate or inventory is lost via a Cruise Line error. Rates will also be protected if we are contacted within 48 hours of the cancellation and the same inventory is available and full names of guests and appropriate payments are provided.
Rate Conversion	
Rate Conversion	A rate may be converted if the guest meets all eligibility requirements of the new price program; price program and all inventory must be available at the time of the conversion; conversions are permitted only before the cancellation-charge timeframe begins; commissions will not be protected at the same rate. Excluding RSALE, CSALE, Promo Deals. The conversion of a FIT rate will only be valid for properly named cabins, provided that the rate is compatible and combinable with SUM Groups, and that such conversion is completed before the cancellation charge period begins.
Dining	
Dining Time – Main Dining	<p>Dining requests will be accepted starting at the time of the initial booking. Royal Caribbean International will attempt to honor the request. Dining assignments will be made based on availability at the time of group finalization.</p> <p>My Time Dining is not available for SUM Groups.</p>



ROYAL CARIBBEAN

FIT to Group Transfers	
FIT to Group Transfers	<p>Impact on Size Limits — Transfers from an individual booking (FIT) into an existing group must not cause the group to exceed the stateroom maximum. Minimum Requirements for Transfer — When an individual booking (FIT) is transferred into a group, the booking will require full legal names and full deposits (as specified above), and an equivalent amount of unsold group inventory must be released from the group. The deposit, final payment and cancellation policies applicable to a Transferred individual booking (FIT) shall be the same as the group into which it is transferred. Pricing for Transferred individual booking (FIT): The transferred individual bookings (FIT) will not receive group rates but will remain at the individual booking (FIT) rate that prevailed when the booking was created; however, the transferred booking might receive GAP (group amenities plus) program benefits applied to the group as a whole. Bookings transferred in from individual reservations FIT will not count toward any group retention calculations but are allowed even when the group size is below the minimum of eight (8) staterooms. Next Cruise Bookings are eligible to be moved into the group environment with full deposits, but group rates will not apply.</p> <p>Guarantee Bookings: As of January 2, 2019 -named bookings on BK status will be able to be moved into a group, even if they have not been berthed into a stateroom. Transfers may not be made if commission has been paid, or documents issued, or the booking is within the penalty period.</p>
Group to FIT Transfers	Not Permitted
Suggested Amenities and Additional Activities	
Suggested Amenities and Additional Activities	<p>Additional charges apply</p> <ul style="list-style-type: none"> • Soda Package: With the advance purchase of the soda package, SUM Groups will receive a complimentary one-hour non-alcoholic cocktail party, which must be preserved and scheduled prior to the group's dinner time. • Cake • Photo Package • Sports Deck Activities (Flowrider, Rock climbing wall, etc) • Volleyball / Beach Olympics / Banana Boat • Dance lessons • Novel Quest • Group Shore Excursions. <ul style="list-style-type: none"> ○ Language-specific guides may be available upon request for groups of 40 or more. Additional charges may apply. • Pool Deck and Sports Deck may be offered for late-night activities (except nights when ship activities are planned). Pool & Sports Deck are subject to availability. • Onboard Staff: DJ, Photographer, Sound/Light Technician, Waiter and other staff may be available upon request. <p>Important Notes: All amenities and activities require advance reservation, including date, time, and location, which must be requested through our Groups Department.</p> <ul style="list-style-type: none"> • For activities requiring ship cruise staff, charges apply per hour. • Total amenity and activities costs vary based on group size, activity, and type of service requested. • Prices and availability are subject to change. Please confirm current rates and availability with the Groups Department.
Air Program	
Air Program	non applicable