

## Instructions for Filling Out Registration

1. Click here (<https://sevenseasevents.com/products>) to begin registration.
2. Read through the five cabin choices.
3. After reading through the individual room type, click the *Celebrity Summit* video for a short video on each stateroom.
4. After viewing the video, look at the top of your browser for a tab that says Seven Seas Corporate Events to return to the staterooms.
5. Once you have determined which stateroom you would like, click the **Blue Button**, Select Room Type, at the top right-hand corner of the room type you want to select.
6. See the total USD amount.
7. If you have any questions or need help, contact our representative, Roland, at [hafla2022@sevenseasevents.com](mailto:hafla2022@sevenseasevents.com).
8. Click the **Blue Button**, Check Out.
9. Sign in to Create an Account.
10. Type in your email address and create a password.
11. Click the **Blue Button**, Login.
12. **Fill in Guest Information**
13. First Name
14. Last Name
15. Date of Birth (mandatory for the cruise line)
16. Gender
17. Citizen of (choose from the drop-down list)
18. Passport number; if your passport is not current, use **11111111** for your passport number to continue your registration. Would you please order your new passport and contact our Hafla representative, Roland at [hafla2022@sevenseasevents.com](mailto:hafla2022@sevenseasevents.com)?
19. Issued Country (choose from the drop-down list).
20. Fill in your complete address, email, and phone (please enter a cell phone number).
21. If it is your birthday, anniversary, or another special occasion, enter the event and date.
22. Special Needs or Bedding Preferences (please include handicap or other needs)
23. Include Emergency Contact with their phone number.
24. Click the **Green Button**, Continue.
25. Fill in your payment information. *All credit card information is encrypted and goes straight to Celebrity Cruise Line without being saved or inspected by our Seven Seas Events representative or any Hafla helper.*
26. Read terms and conditions and click on the checkmark.
27. Click the **Blue Button**, Place Order
28. Order Confirmation

29. Click Print Receipt at the bottom of the page. You may print your receipt by right clicking the receipt and clicking Print about halfway down the dialog list.
30. Check your email for your confirmation email.
31. If you require help, please contact Roland at [hafla2022@sevensensevents.com](mailto:hafla2022@sevensensevents.com). He is here to help everyone.