

## **GUEST INSTRUCTIONS**

### **ROYAL CARIBBEAN INTERNATIONAL GUEST CERTIFICATION FOR AUTHORIZED U.S. TRAVEL TO CUBA**

All Royal Caribbean guests are required to complete the Guest Certification prior to boarding the vessel. These Guest Instructions provide guidance to assist you in completing the Guest Certification.

**PART A.** Please review and check one of the five (5) boxes depending on your authorized U.S. travel to Cuba.

**Box 1. Full Day-Royal Caribbean Program.** If, during your visit to Cuba, you intend to participate in a program with a full-time schedule of group educational exchange activities (31 C.F.R. § 515.565(b)) that you have purchased through Royal Caribbean, you should select Box 1 in Part A. By checking Box 1, you understand that: (1) the activities offered by Royal Caribbean are intended, among other things, to enhance your contact with the Cuban people and result in meaningful interaction between you and individuals in Cuba; and (2) you may not participate in activities while in Cuba that are inconsistent with a full-time schedule of such authorized group educational exchange activities.

**Box 2. Full Day-Third Party Program (Not sponsored by Royal Caribbean).** If, during your visit to Cuba, you intend to participate in a program with a full-time schedule of group educational exchange activities (31 C.F.R. § 515.565(b)) that you have purchased through a U.S. sponsoring organization (not Royal Caribbean), you should select Box 2 in Part A. By checking Box 2, you certify that: (1) the activities offered by the U.S. sponsoring organization are intended to, among other things, enhance your contact with the Cuban people and result in meaningful interaction between you and individuals in Cuba; and (2) you may not participate in activities while in Cuba that are inconsistent with a full-time schedule of such authorized group educational exchange activities.

**Box 3. Self-Guided People-to-People Program (ONLY PERMITTED FOR PASSENGER BOOKINGS MADE BEFORE JUNE 16, 2017).** If you are visiting Cuba for a self-guided program of people-to-people educational exchange activities, you should select Box 3 in Part A. By checking this box, you will be certifying that: (1) your travel in Cuba is for the purpose of engaging in a full-time schedule of activities intended to, among other things, enhance your contact with the Cuban people and result in meaningful interaction between you and individuals in Cuba; (2) you will not take part in activities while in Cuba that are inconsistent with a full-time schedule of such authorized educational exchange activities; (3) the predominant portion of the activities that you engage in will not be with individuals or entities acting for or on behalf of a prohibited member of the Government of Cuba or the Cuban Communist Party (as those terms are defined in the Cuban Assets Control Regulations), 31 C.F.R. Part 515, administered by the Office of Foreign Assets Control of the U.S. Department of Treasury (“OFAC”); and (4) you are responsible for collecting and retaining for five (5) years sufficient supporting documentation and evidence to validate your authorized individual educational exchanges in the event of an OFAC inquiry.

**Box 4. Other general license categories.** If you are visiting Cuba under any of the other categories of authorized U.S. travel listed under Box 4 of the Guest Certification (and summarized on the next page for your reference), you should select Box 4 in Part A. Please note that you are responsible for collecting and retaining for five (5) years sufficient supporting documentation and evidence to validate your activities while in Cuba in the event of an OFAC inquiry.

**Box 5. Specific License.** Guests who have obtained a specific license from OFAC authorizing travel to Cuba should select Box 5, and provide the license number and a copy of the license.

**PART B.** All guests must complete Part B with the requested guest information, and if applicable, travel agency information.

**PART C.** All guests must sign the Guest Certification, and if a minor, the parent or legal guardian must sign on behalf of the minor, as set forth in Part C.

**Summary of General License**  
**Authorizations for U.S. Travel to Cuba**

- **Family visits.** I am a person subject to U.S. jurisdiction, or a person traveling with the person subject to U.S. jurisdiction who shares a common dwelling with that person as family, and I intend to visit a close relative in Cuba, which may include a close relative who is a Cuban national or a person ordinarily resident in Cuba, or to visit a close relative who is located in, or traveling to, Cuba pursuant to the authorizations in 31 C.F.R. § 515.562 (Official government business); 31 C.F.R. § 515.563 (Journalistic activity); 31 C.F.R. § 515.564 (Professional research); 31 C.F.R. § 515.565(a)(1) through (4) and (6) (Educational activities); 31 C.F.R. § 515.566 (Religious activities); 31 C.F.R. § 515.575 (Humanitarian project); or 31 C.F.R. § 515.576 (Activities of private foundations or research by educational institutes). The term “close relative” means any individual related to a person by blood, marriage or adoption who is no more than three (3) generations removed from that person, or from a common ancestor with that person (31 C.F.R. § 515.561).

- **Official business of the U.S. government, foreign governments, and certain intergovernmental organizations.** I am traveling to Cuba to engage in activities in my official capacity as an employee, contractor, or grantee of the U.S. Government, any foreign government, or any intergovernmental organization of which the U.S. is a member or holds observer status, and I am traveling on the official business of these government or intergovernmental organizations, and will engage in a full-time schedule of activities for such purpose (31 C.F.R. § 515.562).

- **Journalistic activity.** I am regularly employed as a journalist by a news reporting organization; **OR** I am regularly employed as supporting broadcast or technical personnel; **OR** I am a freelance journalist with a record of previous journalistic experience working on a freelance journalistic project; **OR** I am broadcast or technical personnel with a record of previous broadcast or technical experience, who is supporting a freelance journalist working on a freelance journalistic project; **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule (31 C.F.R. § 515.563).

- **Professional research and professional meetings.** I am traveling to Cuba for research that directly relates to my profession, professional background, or area of expertise, and my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule of professional research; **OR** I am traveling to Cuba to attend, or organize a professional meeting or conference, and the purpose of the meeting or conference directly relates to my profession, professional background, or area of expertise; **OR** I am a traveler organizing a professional meeting or conference on behalf of an entity, and my profession is related to the organization of the professional meetings or conferences; **OR** I am an employee or contractor of an entity that is organizing a professional meeting or conference; **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule of attendance (31 C.F.R. § 515.564).

- **Educational activities.** (a) I am a person subject to U.S. jurisdiction, which may include faculty, staff, and students of U.S. academic institutions, and I am engaged in one of the following activities: (1) I am participating in a structured educational program in Cuba as part of a course offered for credit by a U.S. graduate or undergraduate degree-granting academic institution that is sponsoring the program; (2) I am conducting non-commercial academic research in Cuba specifically related to Cuba and for the purpose of obtaining my undergraduate or graduate degree; (3) I am participating in a formal course of study at a Cuban academic institution and my formal course of study in Cuba will be accepted for credit toward my graduate or undergraduate degree; (4) I am teaching at a Cuban academic institution related to an academic program at the Cuban institution, and I am regularly employed by a U.S. or other non-Cuban academic institution; (5) I am sponsoring a Cuban scholar to teach or engage in other scholarly activity at the sponsoring U.S. academic institution; (6) I am participating in an educational exchange sponsored by Cuban or U.S. secondary schools that involves my secondary schools' participation in a formal course of study or in a structured educational program offered by a secondary school or other academic institution and led by a teacher or other secondary school official; (7) I am participating in a sponsorship or co-sponsorship of non-commercial academic seminar, conference, symposia, or workshop related to Cuba or global issues involving Cuba and I am attending as faculty, staff, or a student of a participating U.S. academic institution; (8) I am engaging in the establishment of an academic exchange or joint non-commercial academic research projects with universities or academic institutions in Cuba; (9) I am engaging in the provisioning of standardized testing services, which may include professional certificate examinations, university entrance examinations, and language examinations, and related preparatory services for such exams, to Cuban nationals, wherever located; (10) I am engaging in the provisioning of internet-based courses, including distance learning and Massive Open Online Courses, to Cuban nationals, wherever located, provided that the course content is at the undergraduate level or below; (11) I am an employee or contractor of the sponsoring organization that is involved with the organization of, and preparation for, activities described in paragraphs (1) through (10); or (12) I am a member of an organization that is a person subject to U.S. jurisdiction that engages in the facilitation of licensed educational activities in Cuba on behalf of U.S. academic institutions or secondary schools and the organization is directly affiliated with one or more U.S. academic institutions or secondary schools,

and the organization facilitates educational activities that meet the requirements of one or more of the general licenses set forth in §515.565(a)(1), (2), (3), and (6). (b) I am a person subject to U.S. jurisdiction traveling to Cuba to engage in a full-time schedule of group educational exchange activities sponsored by an organization subject to U.S. jurisdiction that will provide an employee, paid consultant, representative, or agent to accompany me and other members of the group on authorized educational exchanges in Cuba. These activities will promote meaningful interactions with individuals in Cuba and are intended to enhance contact with the Cuban people, support civil society in Cuba and promote the Cuban people's independence from Cuban authorities. I agree that the predominant portion of the activities will not be with prohibited Cuban Government officials or Communist Party members – and will not involve direct financial transactions with parties named on the State Department's List of Restricted Entities and Subentities Associated with Cuba (31 C.F.R. § 515.565(b).

- Religious activities. I am a person subject to U.S. jurisdiction, which includes religious organizations located in the U.S. and members and staff of such organizations, who is engaging in religious activities in Cuba, and my travel-related transactions are for the purpose of engaging, while in Cuba, in a full-time schedule of religious activities (31 C.F.R. § 515.566).

- Public performances, clinics, workshops, athletic and other competitions, and exhibitions. I am participating in an athletic competition in Cuba involving amateur or semi-professional athletes or athletic teams, or an organization of such competitions; the athletic competition in Cuba is held under the auspices of the international sports federation for the relevant sport; I have been selected by the U.S. federation for the relevant sport; **AND** the competition is open for attendance, and in relevant situations, participation, by the Cuban public. I will engage in a full-time schedule of activities for such purpose (31 C.F.R. § 515.567).

- Support for the Cuban people. I am traveling to Cuba to engage with recognized human rights organizations, independent organizations designed to promote a rapid, peaceful transition to democracy, or individuals and non-governmental organizations that promote independent activity intended to strengthen civil society in Cuba; **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule (31 C.F.R. § 515.574).

- Humanitarian projects. I am engaging in humanitarian projects that are in, or related to, Cuba and are designed to directly benefit the Cuban people; **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule. Humanitarian projects include medical and health-related projects; construction projects intended to benefit legitimately independent civil society groups; disaster preparedness, relief, and response; historical preservation; environmental projects; projects involving formal or non-formal educational training, within Cuba or off-island, on the topics of entrepreneurship and business, civil education, journalism, advocacy and organizing, adult literacy, or vocational skills; community-based grassroots projects; projects suitable to the development of small-scale private enterprise; projects that are related to agricultural and rural development that promote independent activity; microfinancing projects, except for loans, extensions of credit, or other financing prohibited by §515.208; and projects to meet basic human needs (31 C.F.R. § 515.575).

- Activities of private foundations or research or educational institutes. I am traveling to Cuba to engage in activities with private foundations or research or educational institutes with an established interest in international relations to collect information related to Cuba for noncommercial purposes; **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule (31 C.F.R. § 515.576).

- Exportation, importation, or transmission of information or informational materials. I am traveling to engage in the creation, dissemination, artistic or other substantive alteration, or enhancement of informational materials, which includes employment of Cuban nationals **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule; **OR** I am traveling to engage in the exportation, importation, or transmission of professional media or artistic productions of information or informational materials, including the filming or production of media programs (such as movies and television programs), the recording of music, and the creation of artworks in Cuba; **AND** I am regularly employed in, or have demonstrated professional experience in a field relevant to such professional media or artistic productions; **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule (31 C.F.R. § 515.545).

- Certain export transactions that may be considered for authorization under existing U.S. Department of Commerce regulations and guidelines with respect to Cuba or engaged in by U.S.-owned or -controlled foreign firms. I am engaging in travel ordinarily incident to the exportation of items from the U.S., or the re-exportation of items from a third country, to a person within Cuba, **AND** (1) The exportation or re-exportation is licensed or otherwise authorized by the U.S. Department of Commerce; (2) the transaction is not a transaction between a U.S.-owned or -controlled firm in a third country and Cuba for the exportation to Cuba of commodities produced in a country other than the U.S. or Cuba; (3) the transaction is not financed from any blocked account; **AND** (4) in the case of certain agricultural commodities, the transaction complies with certain financing and payment terms; **OR** I am engaging in travel ordinarily incident to the importation into the U.S. or a third country of items previously exported from the U.S. to Cuba or exported or re-exported from a third country to Cuba, and the servicing and repair of such items, **AND**: (1) the items previously were exported or re-exported to Cuba and (2) the items are being imported into the U.S. or a third country either in order to service or repair the items before they are exported or re-exported back to Cuba, or to return them to the U.S. or a third country; **OR** I am engaging in travel directly incident to marketing research, commercial

marketing, sales or contract negotiation, accompanied delivery, installation, leasing, servicing, or repair in Cuba of items consistent with the export or re-export licensing policy of the U.S. Department of Commerce, **AND** my schedule of activities does not include free time or recreation in excess of that consistent with a full-time schedule. I am engaging in travel directly incident to the facilitation of the temporary sojourn of aircraft and vessels or pursuant to another authorization by the U.S. Department of Commerce for authorized travel between the U.S. and Cuba, including travel-related transactions by persons subject to U.S. jurisdiction who are required for normal operation and service aboard a vessel or aircraft, as well as persons subject to U.S. jurisdiction who are required to provide services to a vessel in port or aircraft on the ground, and such travel-related transactions are limited to the duration and scope of their duties in relation to the particular authorized temporary sojourn, and the aircraft or vessel must be transporting individuals whose travel between the U.S. and Cuba is authorized (31 C.F.R. § 515.533 and § 515.559).