

Walking You Through the Walt Disney World Reservations and Travel Process

In many ways, the Disneyland experience from ASTA's 55th Vegetable & Flower Seed Conference last year was a "dress rehearsal" for what's in store for you in Orlando in 2017. Walt Disney World is larger, more comprehensive in scope and content and has some very sophisticated technology in place to make your travel experience smoother, easier and less expensive! In order to make the most of your time there, here is a step-by-step guide to making all of your advance arrangements for your January trip.

1) Hotel Reservations:

- a. [Book your hotel room](#) first, by December 22, 2016, and make note of your reservation number (or call 407-939-4686 for Disney Reservations, mentioning you are with the American Seed Trade Association – calling is necessary if booking a suite).
- b. [Make sure to indicate all of the correct numbers of adults and children](#) who will be staying in your room, so that you will receive the correct number of Magic Bands and have the ability to customize the arrangements for each person in your party, later in the process.
- c. The room rate is the same for one or two adults, and there is a maximum of five people per room plus one infant. There is an additional adult fee of \$25 plus tax per person per night for three adults in the room or more, up to a maximum of 5.
- d. Suites associated with the ASTA convention are automatically discounted in rate by 20% and subject to availability.

2) Theme Park Tickets:

- a. Book your discounted ASTA convention [Disney theme park tickets](#) – and you will receive a ticket confirmation number.
- b. Tickets must be purchased at least one day prior to arrival to get the discounted convention pricing on tickets.
- c. You can still purchase tickets upon arrival (at standard rates) by visiting the hotel concierge desk at the Yacht or Beach Club.

3) Magic Bands:

- a. Go to [My Disney Experience](#) to set up the rest of your trip. This easy-to-use site will prompt you with instructions for how to link your hotel reservation number with your ticket confirmation number, matching up the adult names and providing the child names (which must match with your original reservation information, as noted in #1 above).
 - i. NOTE: When linking your reservation, please be sure to [include all guest's names and ages](#) (some of which may already appear based on your reservation) by either selecting or adding to "My Family and Friends," as this greatly impacts the accuracy of the rest of the process.
- b. Once your My Disney Experience information is setup, this information will populate into your customized Magic Bands for each person in your party to wear throughout your stay in Orlando – serving as your room key, your park tickets, and even a way to

charge incidentals to your room if you wish. Magic Bands are mailed to you approximately one month in advance of your trip.

- c. **IMPORTANT!!: Disney Dining:** Disney Dining reservations are essential for most of the nearby restaurants in the area, using My Disney Experience or by calling 407-WDW-DINE. ASTA will have ample easy options for lunch during the convention each day, but if you have a specific need for a business lunch, and for your dinners nightly, you are highly encouraged to make reservations in advance. The ability to make Disney Dining reservations opens 180 days prior to your arrival date (and will be honored up to 10 days after arrival date if you have a Disney resort reservations). **Make dining reservations as early as possible.** This is highly recommended to do right away for any parties of 6 or more. A list of recommended restaurants for business dinners in the area are noted [here](#). The hardest to get reservations are inside the theme parks, at Cinderella's Royal Table, Be Our Guest (in the Magic Kingdom) and at Monsieur Paul (in EPCOT Center). For those locations, it is recommended to call at 7am on the first day you can book! You can also call the day before you go to check on any cancellations for a chance at a last minute reservations.
 - d. **Bypass the Front Desk!** There is even a way to shorten your check in upon arrival at the hotel. Within [My Disney Experience](#), once you are within 60 days of your arrival date you can complete the fields for the Online Check-In "Direct to Room" option (must include valid credit card billing for your room charges when doing so). You must be a domestic United States traveler and have your Magic Bands mailed to you in advance in order to use this option. When you arrive at the hotel, you will simply need to show a photo ID at the designated online check-in area. You will receive a text message advising you of your room number once the room is ready, and you can bypass the front desk and head straight to your room. Note: If any information was missing or the credit card declines, you will receive a text message asking you to stop by the front desk.
 - e. **Already have Magic Bands from past stays?** If you happen to have Magic Bands from a previous stay, you can accept or decline a new set of Magic Bands for your new stay and wear the old ones and new ones interchangeably from there. ASTA Magic Bands for this convention have been pre-selected to be green in color, to help us all identify each other, or you can choose the option to customize yours with your own color choice if you prefer. If you choose to use older Magic Bands from a previous stay, it is recommended to stop by the front desk to make sure they are activated as your room key. NOTE: Magic Bands ship separately from Magical Express vouchers.
- 4) **Fast Passes:** If you are staying at a Disney resort, you can also use My Disney Experience to sign up for Fast Passes for quicker access to rides at Disney theme parks within 60 days of the first day of your arrival (guests staying off Disney property may not do so until 30 days prior).
 - 5) **Disney's Magical Express:** Walt Disney World offers free airport ground transportation from the Orlando International Airport (MCO) and luggage delivery to your room, so that you can bypass the baggage claim process (for baggage service, times are limited between 5:00 am and 10:00 pm EST; bus service runs 24 hours a day).

- a. To use this service, it is recommended to book your flight by 45 days prior to your arrival in Orlando.
- b. Once you know your flight information and have already booked your Disney resort stay, visit [Disney's Magical Express](#) to provide your airline, flight number and reservation number (or call 407-939-4686 to do so over the phone). Luggage tags and vouchers will be sent out in the mail to you by 30 days prior.
- c. You must be booked on your flight and make your Disney's Magical Express reservation by 14 days prior to arrival, at the latest, in order to have your luggage tags and vouchers mailed to you in advance.
- d. However, you can still make a reservation for the Disney's Magical Express complimentary bus service up to one day prior to your arrival, but you may need to bring your own luggage with you if you do so (or visit the Disney's Magical Express desk inside MCO airport (Side B, Level 1) to make last-minute arrangements for delivery of your bags).
- e. Your luggage will arrive in your room within 3 – 5 hours of your arrival. Keep valuables or anything you need immediately with you in your carry-on luggage to bring on the bus.