



Dear Coaches & Family Members:

If you are flying into the Orlando International Airport (MCO), this is your official notice that it is time to set up your transportation to the Walt Disney World Resort for the 2021 Summit Championships. Disney's Magical Express is the most efficient way to transport your team and their belongings to your resort. You have been housed at **Disney's Pop Century Resort**.

Disney's Pop Century Resort  
1050 Century Drive  
Lake Buena Vista, FL 32830  
(407) 939-4000

*\*If you have already submitted your DME form, no further action is required at this time.*

All you have to do is complete the [DME form](#) and scan/email it to Disney (the email address is provided on the form). Disney must have this form no later than **two weeks before your arrival date** in order to mail your confirmation letters.

Once the form is complete, please send it to Disney by email: [wdw.dme.reservations@disney.com](mailto:wdw.dme.reservations@disney.com).

**NEW THIS YEAR - Disney's Magical Express Overview:**

- Participants who book their DME at least (14) days prior to arrival and provide a mailing address will be mailed DME confirmation letters
  - DME luggage tags will NOT be included in these letters.

- Once you arrive in Orlando, you will need to collect all of your checked luggage and bring it with you to the Disney's Magical Express Check-In area on Level One, B Side.
- For social distancing purposes, motor coach seating will assigned and capacities are limited. Please understand this may create a slightly longer wait time than in the past.
- When you arrive at the resort, you will be dropped off at the front desk to check in to your room. Your luggage will stay on the bus and undergo a safety screening then be delivered to your room.
- When departing, luggage check-in with the airlines is no longer available at the resorts. Luggage will need to be taken on the motor coach back to the airport.

**Again, if you plan to use the Disney's Magical Express - we must have your DME Reservation as soon as possible.** Please let us know if you have any questions or if we can assist you in any way. We can't wait to see you in Orlando!

