

Replacing Your Self-Admission Pass

Your Self-Admission Pass can be deactivated and replaced if lost, misplaced or stolen. A replacement fee will apply.

What To Do:

- Submit your request on disneyurl.com/SelfAdmit
- You will need to provide your 8-digit personnel (PERNR) number.
- Ticket Services will process the request and send the Self-Admission Pass to the Employee's mailing address in SAP. If not current, please update your mailing address first by visiting *D Tools HR* and search for "address" or click [here](#). (Be sure to click "+Add New" if you do not have a mailing address listed.)



If you need your Self-Admission Pass sooner:

An additional fee will apply for in person requests.

- **Your Self-Admission Pass may also be replaced in person at Walt Disney World® Resort:**

Walt Disney World® Resort Ticket Services window at 200 Celebration Place remains closed until further notice. If you require assistance with a replacement Self-Admission Pass, please process an online submission request. If you have questions, concerns or immediate needs, please contact Cast Admissions at 407-934-6077 (8-222) from 7:00 a.m. to 11:00 p.m. ET, 7 days a week.

- On-site replacement of your Self-Admission Pass is not available at Disneyland® Resort. Self-admission at Disneyland® Resort is valid with your Company-issued ID. If you are visiting Walt Disney World® Resort and require on-site replacement of your Self-Admission Pass, please visit Ticket Services listed above.

