GDS Profile - Policy Assignments (Policies for Specific Events)

There are specific weekends, peak seasons, and events that often warrant a unique and different cancellation and/or deposit policy. As such, you have the ability to both create a new Cancel Policy or Guarantee Policy.
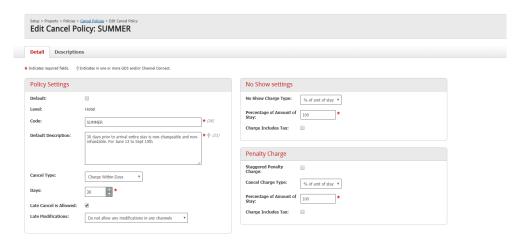
An example would be as follows:

Every summer (June 1st to September 15th), our property has a special event policy due to the high demand. The policy is:

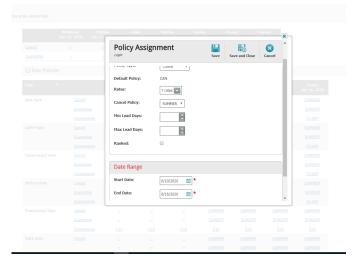The first night's room and tax is charged at time of booking.

This deposit is non-refundable and the remainder of the stay is charged 30 days prior to arrival. The entire stay is now non-changeable, non-cancelable and non-refundable.

This is created in two steps and will show how this is done for a "Summer" Cancellation Policy.

- Go to Property Cancel Policy and create a specific summer cancellation policy. The example is:

Once the policy is created, it needs to be assigned to specific dates and room types/rate plans. This is done by doing to: Setup > Property > Policies > Policy Assignment. You assign this Policy to BOTH the rate and room level. Please find how this would be set-up.

Once this is done, you can confirm this is live at the rate and room level and will display all the existing guarantee/deposit as well as cancellation policies.

Policy Assignment
View policies assigned to the property and selected rates starting at the selected date.

	Wednesday Jun 10, 2020	Thursday Jun 11, 2020	Friday Jun 12, 2020	Saturday Jun 13, 2020	Sunday Jun 14, 2020	Monday Jun 15, 2020	Tuesday Jun 16, 2020
Cancel	--	--	--	--	--	--	--
Guarantee	--	--	--	--	--	--	--

⊖ Rate Policies

Rate ↑		Wednesday Jun 10, 2020	Thursday Jun 11, 2020	Friday Jun 12, 2020	Saturday Jun 13, 2020	Sunday Jun 14, 2020	Monday Jun 15, 2020	Tuesday Jun 16, 2020
AAA Rate	Cancel	--	--	--	SUMMER	SUMMER	SUMMER	SUMMER
	Guarantee	--	--	--	SUMDEP	SUMDEP	SUMDEP	SUMDEP
	Commission	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P
AARP Rate	Cancel	--	--	--	SUMMER	SUMMER	SUMMER	SUMMER
	Guarantee	--	--	--	SUMDEP	SUMDEP	SUMDEP	SUMDEP
	Commission	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P
Government Rate	Cancel	--	--	--	SUMMER	SUMMER	SUMMER	SUMMER
	Guarantee	--	--	--	SUMDEP	SUMDEP	SUMDEP	SUMDEP
	Commission	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P
Military Rate	Cancel	--	--	--	SUMMER	SUMMER	SUMMER	SUMMER
	Guarantee	--	--	--	SUMDEP	SUMDEP	SUMDEP	SUMDEP
	Commission	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P	15.00P
Promotional Rate	Cancel	--	--	--	SUMMER	SUMMER	SUMMER	SUMMER
	Guarantee	--	--	--	SUMDEP	SUMDEP	SUMDEP	SUMDEP
	Commission	C10	C10	C10	C10	C10	C10	C10
Rack Rate	Cancel	--	--	--	SUMMER	SUMMER	SUMMER	SUMMER

We do recommend reaching our to the BookingCenter support department when this is complete to confirm the set-up was done correctly.

GDS Profile

1. Located at: Setup > Property > Policies