

Special Rates for Agents

Entering rates for an Agent is identical to entering a Default Rate. You simply go to SETUP|RATES|DEFAULT RATES and click [Add Single Parent Rate](#).

Then, give the rate a unique name for example, Agent1, and then write in the value of the rate for a daily, weekend, and weekly value.

Once the Agent1 rate has been saved, you will use it when booking rooms for Agent1 and you will use it as the online rate for your Agent1 when they book from your website(s).



Where will I see these Rates?

Default Rates are setup and used as the initial Rate Plan. The Rate I.D and Description will be see in the Rate Plan options available for the Room Type in the New Booking Window and in Booking by Inquiry. The New Booking window will display only the Rate Plans for the Room Type chosen.

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