

# New property

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## Summary

In this section, you can create a new accommodation and add all of the characteristics of the property.

## Benefits

It is important to add as much information as possible to ensure your listing is complete and to optimise its position online and on the portals.

## Configuration

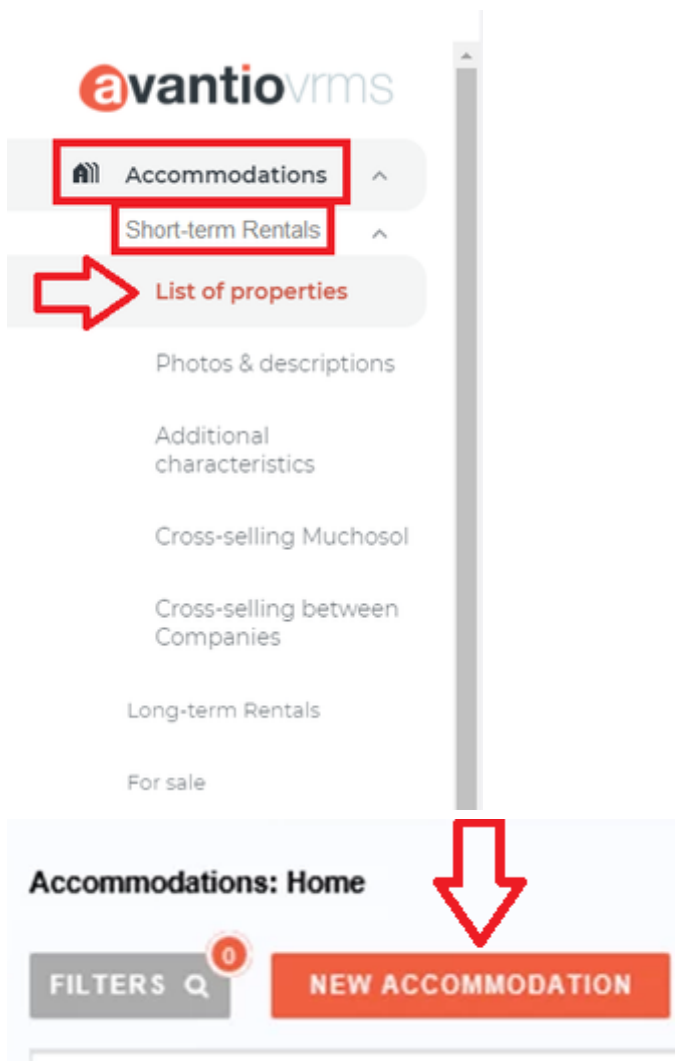
We can create an accommodation from the accommodations tab under the list of accommodations by clicking “new accommodation”

### In this section

### Related content

## Content by label

There is no content with the specified labels



We must add **all the basic information for the accommodation**, and the obligatory fields filled correctly.

New accommodation

**SAVE** **CANCEL** Indicates an obligatory field

**General data**

Name or reference\*

Type\*

Building/Urbanization\*

Category\*

Status

Owner

Cleaning status

Additional notes

Tags

**Location of accommodation**

Country\*

State / Region\*

Municipality\*

City/Town\*

Street type

Street name

Type street of numbering

Building/house no.

Floor

Apartment door no.

Postal code

Phone

Mobile code

Mobile number

This information will appear under the accommodation tab and is **automatically translated** for all languages.

The more complete the information is, the **fewer questions you will have to respond** to the guests and saves you time on your workflow in the future.

## Surroundings and distances

This section is important to let guests know what towns, beaches, airports or places of interest are close to the accommodation.

### Info

When adding the distances you must pay close attention to whether it appears in meters or kilometres.

### Surroundings and Distances

Mark the option "ideal for families" in the section (TYPE) in order to demonstrate that the listing is suitable for families and children on sites such as Airbnb and HomeAway.

## Locate the accommodation on the map

Correctly locating **the accommodation on the map** is key in giving confidence to potential guests. To do so:

- First check that the location is correct from the address. If it is not correctly located we can try to vary the fields, street number, name... until we get it.
- If it is not possible to locate it correctly from the address, we will locate it on the map manually, dragging with the mouse the icon of the house to the correct location on the map.
- There is also the possibility of configuring the location of the accommodation with the coordinates.

You have to enter in edit mode in the accommodation and click on 'Configure coordinates' to enable the longitude and latitude options displayed:



Ensure you enter the correct address, including the type of street and **postcode** to avoid synchronisation errors (Example: [Booking.com Content API](#))

### Export to Hacienda: modelo 179

Form 179 is an informative declaration of the transfer of use of dwellings for tourist purposes, the aim of which is to prevent tax fraud in the sector. With this, the Treasury (Hacienda) will have greater control over the activity.

Avantio has incorporated the cadastral reference and public road numbering fields, which are required in order to correctly complete the declaration.

#### ADMIN MANAGEMENT

Accommodation Registration  
Number:

Legal Entity name:

Cadastral reference:

To know in more detail what form 179 is and how to file it, you can read the help page [Modelo 179 for vacation rentals](#).