Setting up the Occupancy Rules

Summary Benefits Configuration

Summary

The Occupancy Rules section allows you to outline the conditions for which bookings are accepted. These rules can be made per accommodation or for a group properties.

Benefits

The occupancy rules allow you to establish the most common restrictions for your properties e.g. the minimum number of days or mandatory days for check-in/check-out.

You can create different conditions for different seasons, e.g. in July and August you can apply a minimum stay of 7 days but 3 days for the rest of the year.

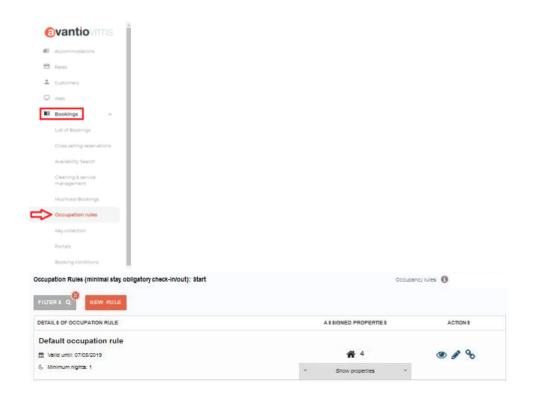
The system also allows you to define certain rules for one property only or several properties within a group.

Important

You must include occupancy rules for your properties to be published online. You must ensure that each season set covers every day of the year.

Configuration

To create an occupancy rule you must create the rule name and select the property or properties the rule will apply to. You can include all accommodations in one rule or select individual properties or a group for the rule to be applied to.

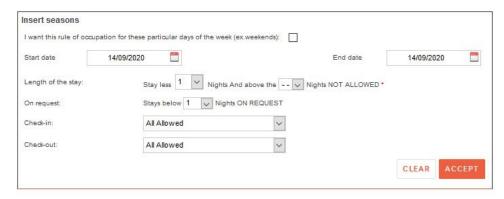




Configuration possibilities:

- You can apply the same occupancy rule to as many seasons as you want.
- You can restrict the check-in/check-out dates e.g. check-in on Saturday only.
- You can set a rule according to the days of the week or month.
- You can apply different conditions for the weekend*

To do this, check the box marked in red in the image below, select the days and then the season of the year in which these rules will apply.





Each property must be assigned an occupancy rule. There may be different conditions within this rule depending on the season. The correct configuration is to make one rule per property (or group of properties) and not by occupancy conditions, i.e. it is incorrect to create a 'high/low season rule' or 'Christmas rule' as these are seasons that will fall within the general rule of the property.

^{*} to set different restrictions for the weekend, you can only apply the conditions to certain days within the season.