

Daily house status summary Business Processes — Operations June 2025

















Objective

To support hotels in their daily briefings, a concise, department-specific daily summary is necessary.

Hotels require a clear, at-a-glance summary of daily operations, segmented by department, to support efficient communication and decision-making during daily briefings.

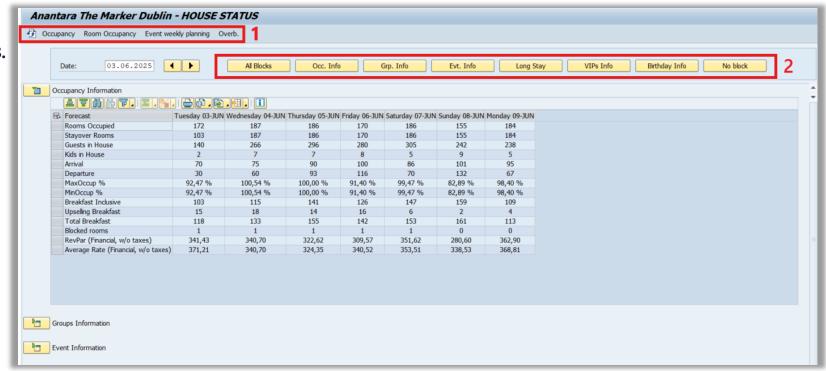


New report located in Front Office → Information System → ZEY_HS Daily house status summary

Main operational information in just one view:

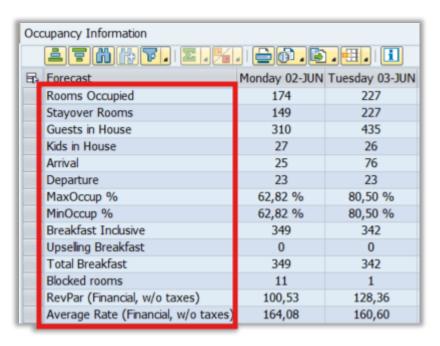
1) Refresh and direct access to other reports.

- 2) Option to view all blocks or one by one:
- All Blocks
- Occupancy information
- Groups information
- Events information
- Long stay
- VIPs information
- Birthday information
- No block



Occupancy Information details:

- ✓ Rooms Occupied: stays + total arrival in confirmed and tentative status
- ✓ Stayover Rooms: room in house with check-ins done
- ✓ Guests in House: AD + CH + JR + BB in house (stays total pax)
- ✓ Kids in House: CH + JR + BB in house
- ✓ Arrival: total room arrivals for the day (confirmed status)
- ✓ Departure: total room departures of the day (confirmed status)
- ✓ MaxOccup %: total rooms (confirmed + tentative) x100 / total available rooms (total rooms blocked)
- ✓ MinOccup %: total room (confirmed) x 100 / total available rooms (total rooms blocked)
- ✓ Breakfast Inclusive: guests with breakfast included (calculation= guests with breakfast included + breakfast upgrades)
- ✓ Upselling breakfast: guests with breakfast upgrade included
- ✓ Total breakfast: breakfast inclusive + breakfast upgrades
- ✓ Blocked rooms: blocked rooms
- ✓ RevPar (Financial, w/o taxes)*
- ✓ Average Rate (Financial, w/o taxes) *



^{*} Hotels with connected rooms can have discrepancies between this information and the revenue report

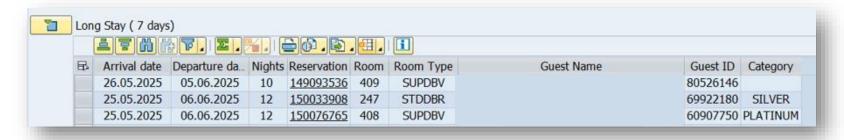
Groups Information: Arrival, stay and check out groups with confirmed and tentative status.



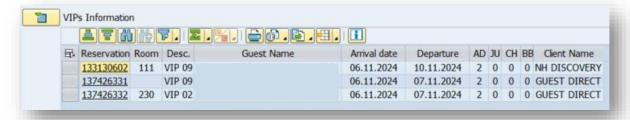
Events Information: Arrival, stay and check out events with confirmed and tentative status.



Long stay: Arrival, stay and check out reservations with more than 7 days for urban ones and 14 for resorts hotels.



VIPs Information: arrival, stay and check out of VIPS customers.



Birthday Information: Arrival, stay and check out guests whose birthday is on this day.

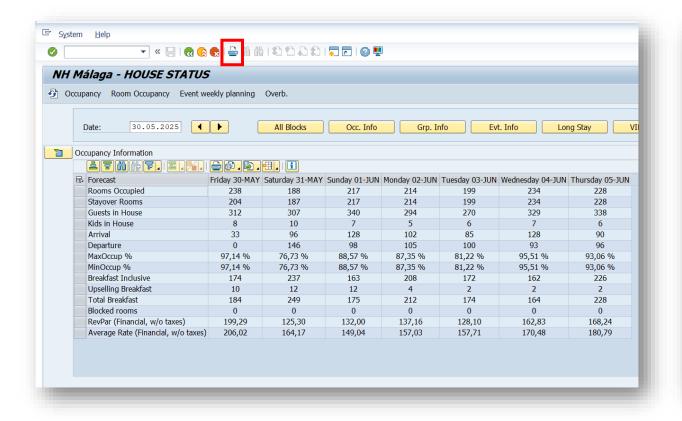


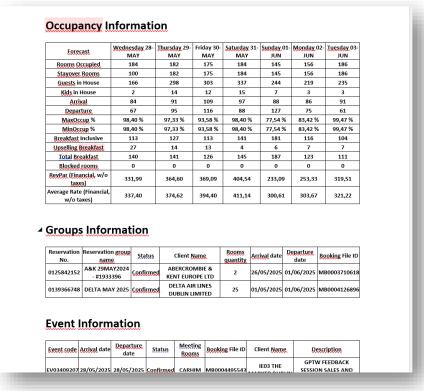
- ☐ As other reports in TMS, all the information underlined allows you to navigate.
- ☐ You can expand or contract all blocks.



In line with company guidelines, printing reports should be avoided whenever possible.

However, by clicking the printer icon, you can generate a Word document that organizes all the information into clearly defined sections.







Thank You