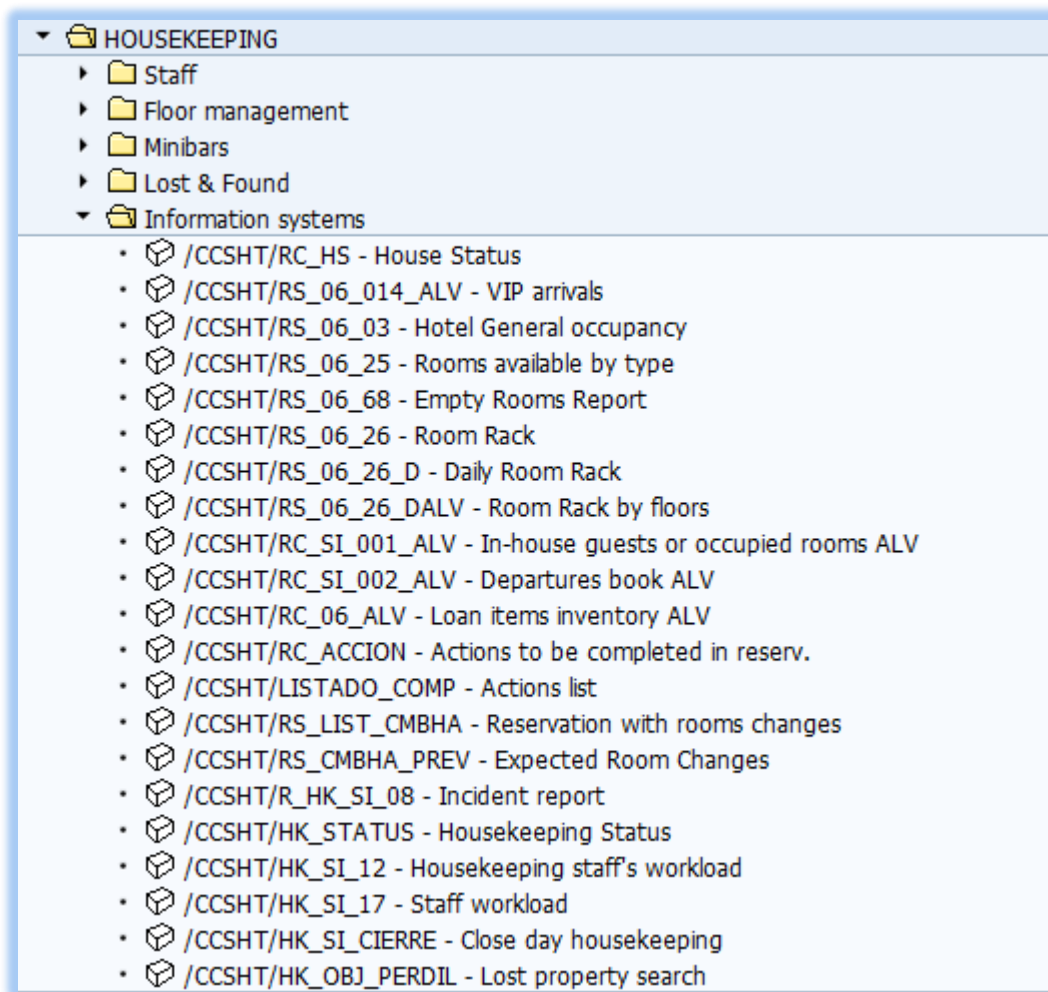





New transaction:
Lost property search:
/CCSHT/HK_OBJ_PERDIL

You can access from the transaction: **/CCSHT/HK_OBJ_PERDIL** that is placed in the “Information systems” folder in the “Housekeeping” menu



In this report you will be able to access to a detailed status of all the forgotten items registered, being able to use the existing filters to facilitate the search

Lost property search



USNY.MADIS NH New York Jolly Madison Towers ***
01.12.2016

Lost property nº

Place

Room

Date reported

Item

Person

Guest

Claimed

Returned

to

to

to

to

to

to

to

to

➔

➔

➔

➔

!!!This is not a navigable report!!
If you have to make any change, it must be done from the transaction: /CCSHT/HK_02_PERDI-Modify

If you click in the “Matchode” button without filling any field all the forgotten items registered in TMS will be shown

LOST & FOUND

N.Los...	Incident d	Incide...	Location	Room	Item	Person	C	R	Remarks	Guest
1181...	26.04.2...	22:58...	BATHROOM	1154	TESTING CURLING IRON	KOREEN				DE LA CUESTA . MARIA
1181...	26.04.2...	23:02...	CLOSET	0403	TEST1 BLACK TEE SHIRT	AUDREY			GIVEN TO MARIO	BELTRAN GOMEZ . MIGUEL ANGEL
1186...	28.04.2...	16:10...		1167	PENDIENTE	MARIA	X	X	ENIVADO POR UPS	ESPADAS GARCIA . BEATRIZ
1240...	12.05.2...	17:18...	INSIDE CLOSET	1551	BLACK LEATHER JACKET	LYDIA		X	GUEST WILL SEND INFORMATION FOR MAILING ...	YEN, TING
1275...	24.05.2...	20:35...	BATHROOM	0971	HAND HELD HAIRDRYER	VILMA				GRATTINGER, DAVID
1276...	23.05.2...	19:48...	ROOM	1055	BLACK DAMAGED JACKET ARMANI	CECILIA				JUTAND, HELENE

Lost property search

USNY.MADIS NH New York Jolly Madison Towers *** 01.12.2016

Lost property nº

Place

Room to

Date reported to

Item

Person

Guest

Claimed ☐ to ☐

Returned ☐ to ☐

!!!This is not a navigable report!!
 If you have to make any change, it must be done from the transaction: /CCSHT/HK_02_PERDI-Modify


If you know the incidence number you can inform it in the “Lost property nº” field.
 If you click the “Matchcode” all the forgotten items registered in TMS will be shown





Restrict Value Range (1) 13 Entries found

Restrictions

XNUM_LINEA	Item found	Found in...	Guest Name	Room
118145	TESTING CURLING IRON	BATHROOM	DE LA CUESTA . MARIA	1154
118146	TEST1 BLACK TEE SHIRT	CLOSET	BELTRAN GOMEZ . MIGUEL ANGEL	0403
118634	PENDIENTE		ESPADAS GARCIA . BEATRIZ	1167
124024	BLACK LEATHER JACKET	INSIDE CLOSET	YEN, TING	1551

Lost property search

 USNY.MADIS NH New York Jolly Madison Towers *** 01.12.2016


Lost property n°	<input type="text"/>			
Place	<input type="text"/>			
Room	<input type="text"/>	to	<input type="text"/>	
Date reported	<input type="text"/>	to	<input type="text"/>	
Item	<input type="text"/>			
Person	<input type="text"/>			
Guest	<input type="text"/>			
Claimed	<input type="text"/>	to	<input type="text"/>	
Returned	<input type="text"/>	to	<input type="text"/>	

!!!This is not a navigable report!!
If you have to make any change, it must be done from the transaction: /CCSHT/HK_02_PERDI-Modify

In the fields “Room”, “Date reported”, “Claimed” and “Returned” you can use the Matchcode to select between the options available and facilitate the search

New transaction: Lost property search

Lost property search



USNY.MADIS NH New York Jolly Madison Towers ***01.12.2016

Lost property n°

Place

Room to

Date reported to

Item

Person


Guest


Claimed☐

Returned☐

to☐

to☐





!!!This is not a navigable report!!
If you have to make any change, it must be done from the transaction: /CCSHT/HK_02_PERDI-Modify

The fields “Place”, “Item”, “Person” and “Guest” do not have Matchcode available so you have to type what you need in the appropriate field.

To make an easier search you can use asterisks at the beginning and the end of the text e.g.: If you know that the customer forgot a book and anything else, in the “Item” field you can write “*book*” to obtain all the results that contains that text

LOST & FOUND

N.Los...	Incident d...	Incide...	Location	Room	Item	Person	C R	Remarks	Guest
1833...	04.11.2...	20:25...	BEDROOM	1156	YOGA BOOK			HSK SAFE	EVERINGHAM, ANDREA
1877...	18.11.2...	20:47...	DISCARDED LUGGAGE	1551	PASSPORT AND CHECK-BOOK	LYDIA		HOUSEKEEPING SAFE	DEMOND HICKERSON

7

Thanks!!

nh | HOTEL GROUP

nh
HOTELS


nh COLLECTION

*nh*ow

Hesperia
RESORTS

www.nh-hotels.com