



Meeting and Events Promotion Process GEM, Sales and Business Processes December 2023

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Meeting and Events Promotion Process

When you need to request the creation of a promotion (global, regional or stand alone), please follow the next steps:

- ✓ Any new promo creation needs alignment with the Country DBD or BU Commercial Director. It is not possible to create any promo without this step.
- ✓ Please open a Ticket Jira in the next category: SAP TMS (Tourist Management Suite) >> Meetings >> Promotions
- ✓ Include the next information:
 - Min. Revenue
 - Rate code /Segment
 - PID (if promo requested for a specific PID)
 - Agency/Company promo. Applied
 - Hotel/s in which applies
 - Promotion Request Day
 - Booking window
 - Travel window
 - Description
 - Optional: proposal of the name of promo code, although it must be validated during this process

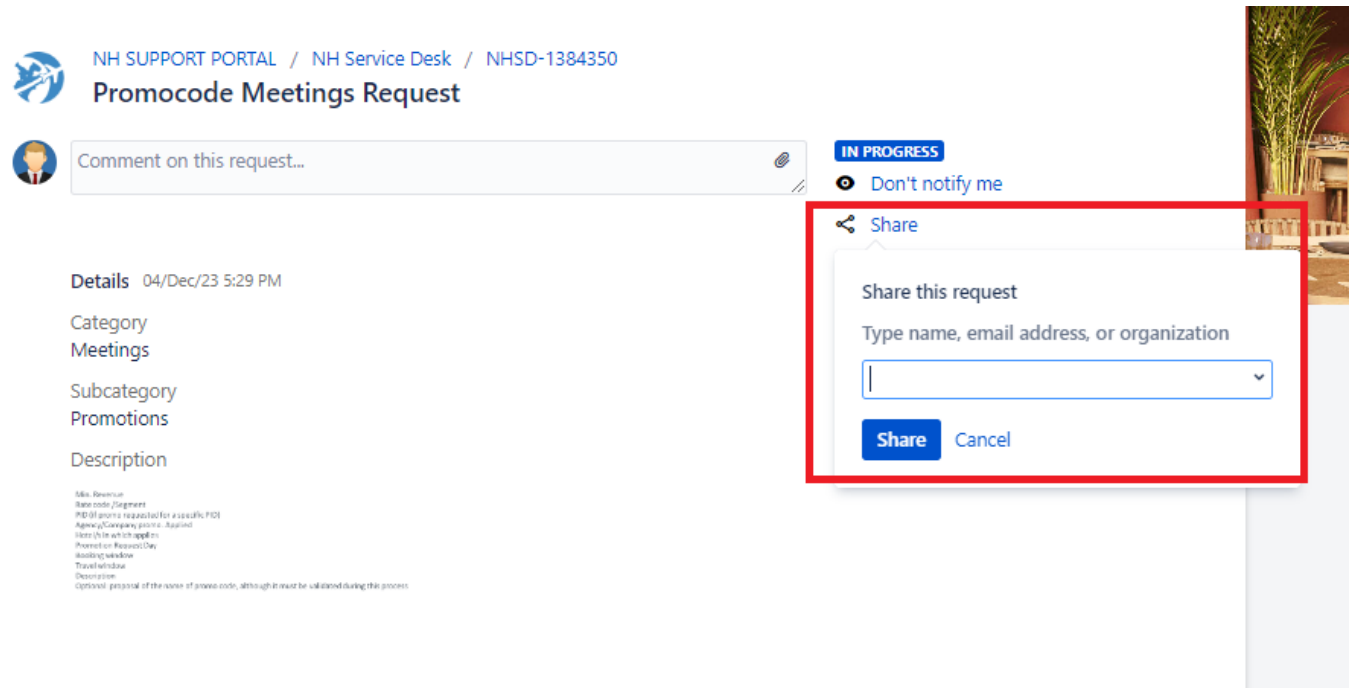
Meeting and Events Promotion Process

Once you have opened the Ticket Jira don't forget to add as a participant the key user of your area:

- Sheila Puñal - Spain and Portugal
- Roberto La Vista - Italy and France
- Nicola Merker - CE and Benelux
- Pablo Jair - Mexico
- Matias Martin - Conosur

And add always:

- Sebastian Segui – Global Mice Director




Meeting and Events Promotion Process

Inform in Summary: “Promocode Meetings Request”

The name will be defined by HQ Mice & Sales


If you click in this link, you will download this manual.



NH SUPPORT PORTAL / NH Service Desk

SAP TMS (Tourism Management Suite)

Raise this request on behalf of



MARIO SAMANIEGO NAVARRO

Category

Meetings

Subcategory

Promotions

IMPORTANT: To create the **Promotion** properly, read before the process where you will find all the information necessary to create the promotion.

TMS4M PROMOTION: <https://nhorganization.nh-hotels.com/content/tms4m-promotions>

Summary

Promocode Meeting Request


Description (optional)


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
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Format







Min. Revenue

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Optional: proposal of the name of promo code, although it must be validated during this process.

TMS4Meetings Promotions, how to ensure promotion tracking

This option is displayed in the Booking File in tab “Statistics”.

Please remember to include the promotion when you create the MB.

If you have informed it, you can get the usage of this promotion in the “Booking File Detail” Report (ZEY_TMS_BF_SPIT).

General Info. Customer data Commissions Routing Charges Actions Statistics Additional information Deposits Discount

Statistical information

Country

Region

Market segment

Market subsegment

Source of business

Channel

SubChannel ID

Travel reason

Request Origin

Owners

Act.

Name and surnames

Center

Center Group

Business Unit

Creator

2nd. Agent

Organizer

Ambassador

☒

☐

☐

☐

Patricia Zemella

Angelika Müller

GDIGD

GD

GD

CE

HQ

Fair

Sub-Fair

Promotion

Meeting Package CLP

Fair BGR FUP

BIB Colombia & Ecuador

DMC Over Com. 5% - BUSE

Meeting Package ARS

FULL EMPOWERMENT

PROMO MICE AMALFI

Anantara Benefits

BIB Cono Sur

POWER UP ANANTARA NAIADI

Conversion Week Cono Sur OCT

INTERNATIONAL SALES

Recovery Leads Mexico

BIB Mexico

Reserv.

Description

DEBY.NUCIT-NH Collection N

Created:

E00000095073

29.05.2023

10:10

Modified:

E00000055062

16.11

Plan

Arrival

S. ...

Departure

En...

Status

Rate

Contract

000095073

20.07.2023

17:22

THANKS!

MINOR HOTELS

