









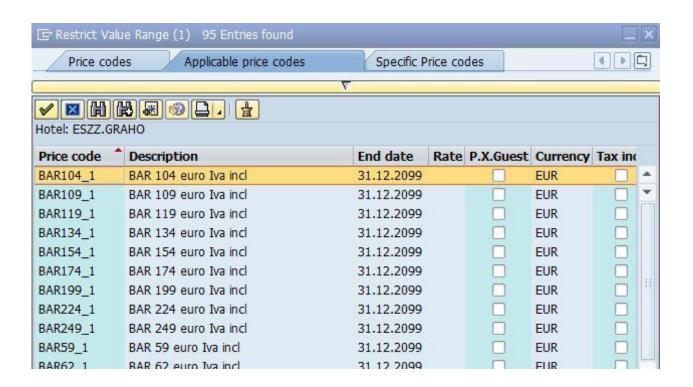
## TMS4Meetings

# Group reservations management



Once the BOOKING FILE is created, there are three options to change the rooms' price:

1º Change the price code for another one that we have in our list of applicable price codes:



**11H** HOTEL GROUP

2º Make a commercial discount in tab Discounts through the BF or the group reservation itself:



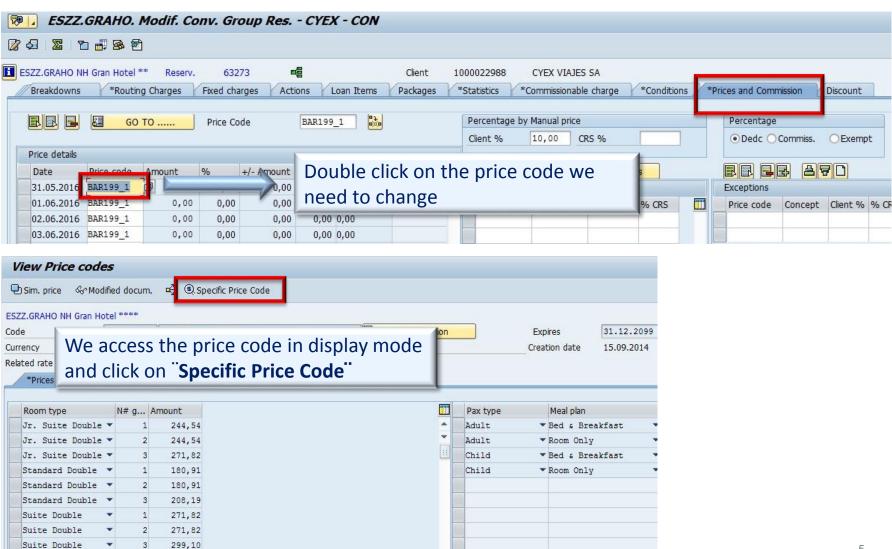
It can be done by **concept or concept group**, keep in mind that this way does not discriminate on room type.

**Example:** If I register a 10% in BB (ROOM and BB), it will be applied to all room types informed.

### 3ª Create a specific price code for the group (*Currently, it only works from Modify conference group transaction*)

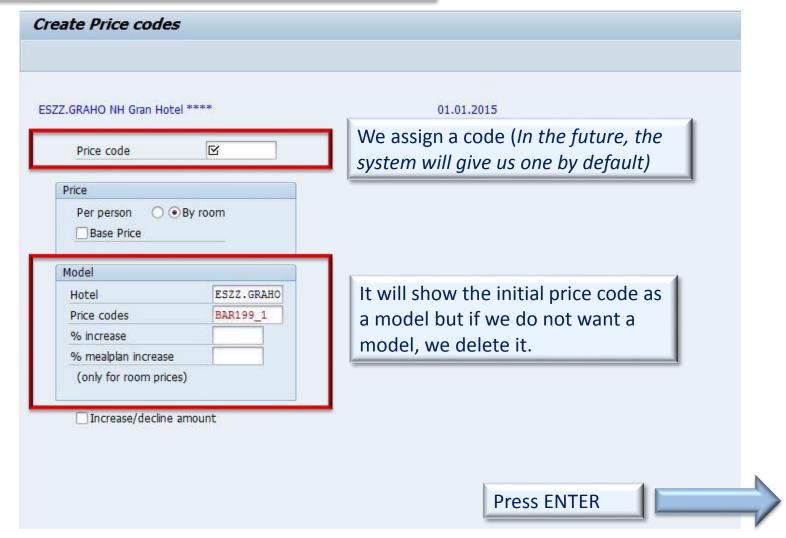
Once created the BF with the associated group reservation, if we decide to modify the price afterwards without using the previously mentioned options, we could create a specific price code for the group involved. To do this we would go to the price we have assigned and would do the following:

#### "Prices and Commission" tab:



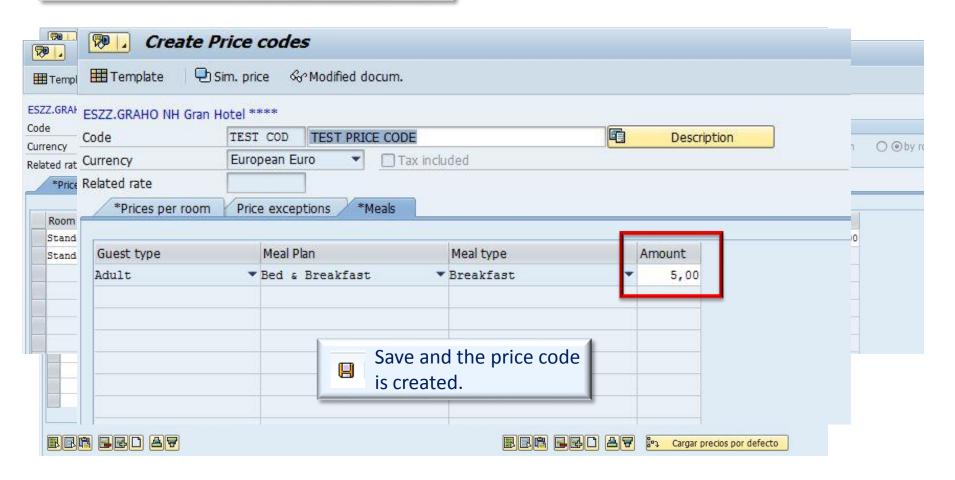
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By clicking on Cod.Precio Específico, the following creation screen will appear:



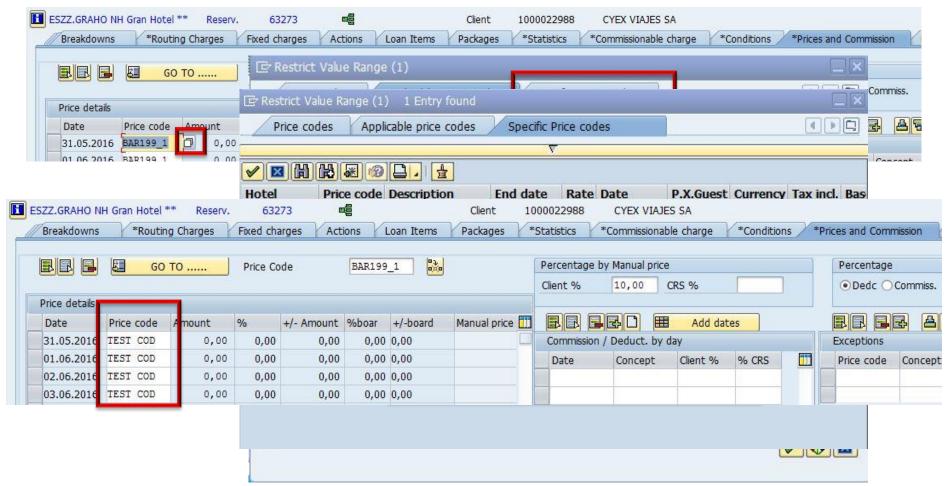
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We type the necessary data:



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Once created, we return to the "Prices and Commissions" tab and introduce as follows. It has been requested to be filled by default with the one you have just created. Check that the commission and/or discount applied well to the new price code.



## THANK YOU

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