

Room List

After a booking is created, the Room List will appear at the bottom of the [Booking Data Tab](#), the [Edit Tab](#) and the [Folio Tab](#). This list displays the booking dates, room type, room #, rate plan and Rate per night. The total amount in the Room List DOES NOT include tax. To see the Room Rent plus Tax look at Projected Income.

The Projected Income calculates the Room Rent shown in the Room List with the Taxes set up in Tax Configuration to give you a total of Room Rent plus Tax. See [Projected Income](#)

This amount is displayed in the Booking Data Tab under the field Projected Income and in the Booking Header of the booking. See [Booking Header](#)

This amount is not charged to the guest folio until the guest is checked in and the room rent charged during night audit. If you modify the dates, room type, rates or room assignment for the booking, it will be updated in the Room List. See [Night Audit](#)

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In this example, the Room Rent total (without tax) is \$375 and the Projected Income is \$420. (Tax added of \$45)

CRS Confirmation: Tax Exempt? ☐
Projected Income: \$420.00 Folio Balance \$0.00
Last Modified By: BC Created On 14-SEP-2014
* Guaranteed By: Cash Booking Status: Confirmed
Time of arrival: 15:00 Time of departure: 11:00

[Manage Credit Cards](#)

Day	Date	Room Type	Room	Rate Plan	Rate
SUNDAY	02-NOV-2014	Queen with a view	103	QUEEN rate	\$75.00
MONDAY	03-NOV-2014	Queen with a view	103	QUEEN rate	\$75.00
TUESDAY	04-NOV-2014	Queen with a view	103	QUEEN rate	\$75.00
WEDNESDAY	05-NOV-2014	Queen with a view	103	QUEEN rate	\$75.00
THURSDAY	06-NOV-2014	Queen with a view	103	QUEEN rate	\$75.00
Total:					\$375.00