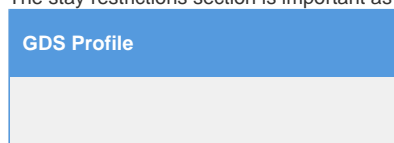


GDS Profile - Stay Restrictions

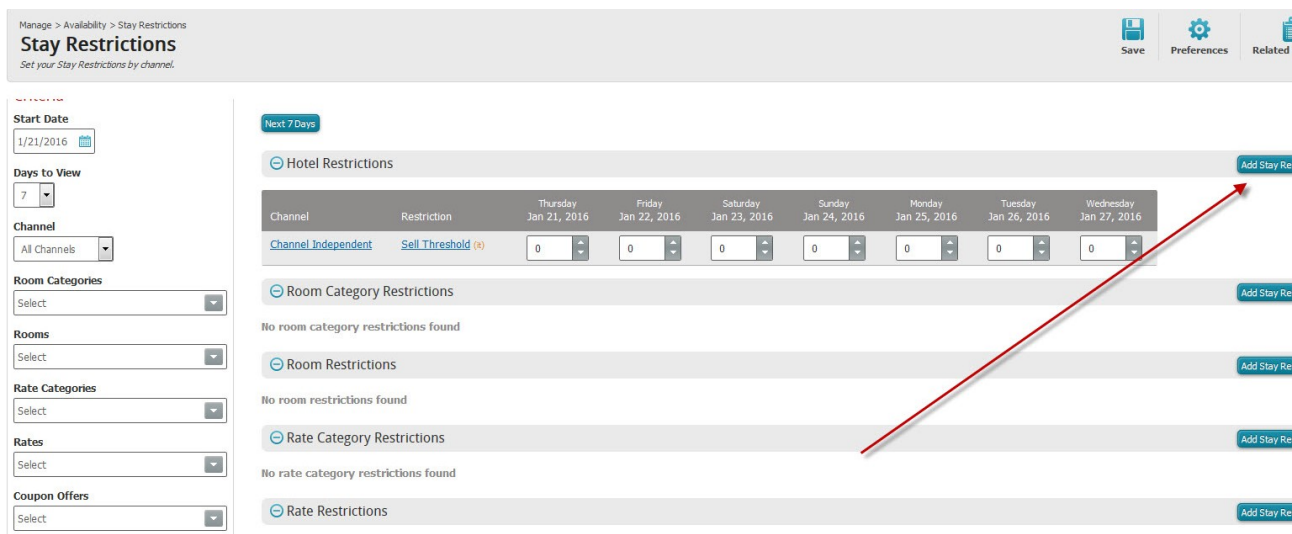
The stay restrictions section is important as it allows you to manage close outs over specific days and/or date ranges.



Stay Restrictions

- Located at: Setup > Availability > Stay Restrictions
- This section allows for the entry of stay restrictions at the property. This is often used to close out specific days or periods of time on the GDS/IDS.
- The steps to close out a specific date are as follows:

i. To do this, you would click the 'Add Stay Restriction' button in the top right hand corner.

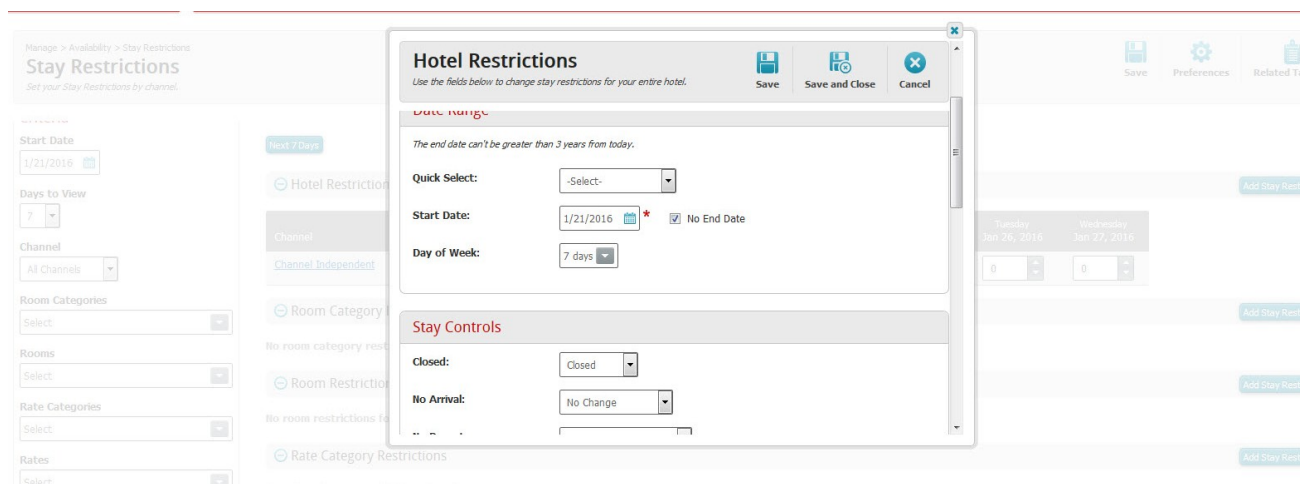
A screenshot of the "Stay Restrictions" management interface. The top bar shows "Manage > Availability > Stay Restrictions" and "Stay Restrictions" with a subtitle "Set your Stay Restrictions by channel." On the right are "Save", "Preferences", and "Related To" buttons. The left sidebar contains filters for "Start Date" (1/21/2016), "Days to View" (7), "Channel" (All Channels), "Room Categories", "Rooms", "Rate Categories", "Rates", and "Coupon Offers". The main area shows a table of "Hotel Restrictions" with columns for Channel, Restriction, and dates from Thursday Jan 21, 2016 to Wednesday Jan 27, 2016. The "Channel Independent" row shows a "Sell Threshold" of 0 for all dates. Below the table are sections for "Room Category Restrictions", "Room Restrictions", "Rate Category Restrictions", and "Rate Restrictions", each with an "Add Stay Restriction" button. A red arrow points from the "Add Stay Restriction" button in the "Rate Restrictions" section to the "Add Stay Restriction" button in the "Hotel Restrictions" section.

ii. Choose the Channel (often 'All Channels')

just December 12th

iii. Choose the Start Date and End Date (i.e. Dec 12, 2018 to Dec 12, 2018) if you wanted to close out

iv. Under 'Stay Controls' choose 'Closed' and click Save

A screenshot of the "Hotel Restrictions" modal form. The form has a title bar with "Hotel Restrictions" and buttons for "Save", "Save and Close", and "Cancel". The "Date Range" section includes a "Quick Select" dropdown, "Start Date" (1/21/2016), "Day of Week" (7 days), and a "No End Date" checkbox. The "Stay Controls" section has a "Closed" dropdown and a "No Arrival" dropdown. The background shows the "Stay Restrictions" interface with the "Add Stay Restriction" button highlighted.

v. You will then return to the Stay Restrictions screen and see the 'Closed' for the date chosen

TO RELEASE A CLOSE-OUT:

- 1.) Login to your Property Account.
- 2.) Manage -> Availability -> Stay Restrictions -> Hotel Restrictions.

- 3.) Click on "Open/Close" next to Channel Connect
- 4.) Stay Controls: "OPEN"
- 5.) Click Save.

Please make sure that you no longer see a red Closed bars next to Channel Connect in the Hotel Restrictions. In fact, the line item "Channel Connect" should disappear under Hotel Restrictions.