

BOOKING

A. Booking Page

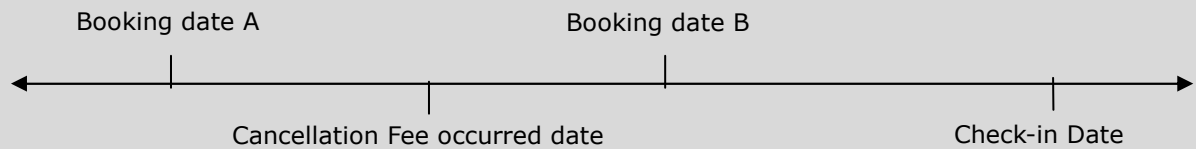


- i. **Booking Details** : Hotel name, Check-in Check-out date, Room type, Total Price, etc.
- ii. **Client Details** : Title(Mr. or Mrs.), Name, e-mail address, Phone num., Cell phone num, etc.
- iii. **Remarks** : Check box(late check-in, Nonsmoking Room, Honeymoon, Connecting Room, Adjoining Room), and a text box that can write a requirement freely.
- iv. **Terms and Conditions** : “Cancellation Policies and Fees”, “Booking Policies”, “Additional conditions(Breakfast)” and so on should be set to whole hotels or specific hotel by staff(default : whole hotel)
- v. **Image Banner**

※ Booking Function

* “Cancellation Fee” charge Rule

: Cancellation Fee’s occurred date provided by wholesalers must be applied and could be set by staff



▪ Booking date A

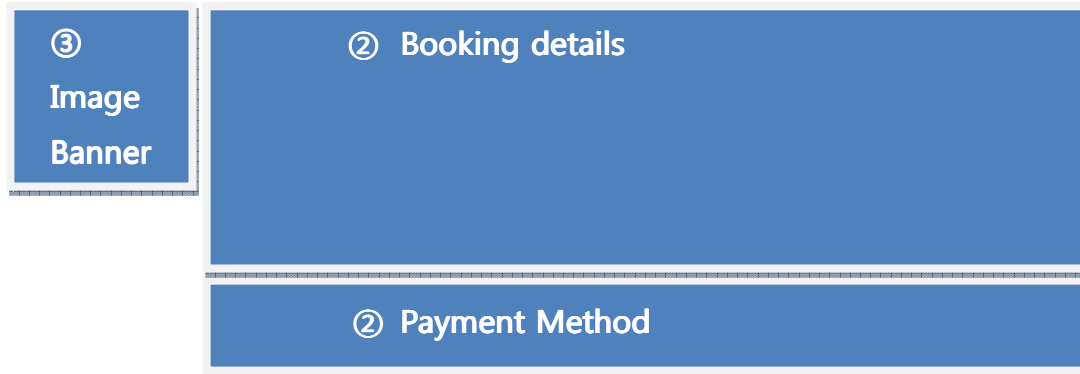
- If hotel is “Available”, confirm booking and maintain booking status as ‘confirmed’ till cancellation fee occurred date when it’s committed auto cancel
- Client can confirm and pay at My booking page
- If hotel is ‘On Request’, staff can confirm/cancel this booking manually.

▪ Booking date B

- Confirm booking and move to payment page automatically. It is forced to pay the amount at the same time when booking is made.

PAYMENT

A. Payment Page



i. Booking Details

- Display due date of payment and Cancellation fee's date
- Display 'Cancellation Policy'

ii. Payment Method : Basic payment method is bank transfer and credit card. Other payment methods could be added.

- Credit card payment : should link to Korean P.G company's service

iii. Image Banner

MY BOOKING

A. My Booking Page

My booking information can be accessed with booking confirmation number, e-mail address through 'Access Page' like log-in.

<Booking profile>

Reference number.	Hotel name	Check-in/Check-out	Booking status	Payment	Hotel details	Cancel	Print
①	②	③	④	⑤	⑥	⑦	⑧

- a. **Reference number** : auto numbering
- b. **Hotel name** : hotel name
- c. **Check-In Date and Check-Out Date**
- d. **Booking Status** : 'Waiting', 'Confirmed', 'Cancelled', etc.
- e. **Payment** : Booking status 'Waiting' has no payment status and only booking status is 'Confirmed' can have **"payable"** or **"paid"** status displayed with iconic button.
- f. **Hotel Details** : **"Show details"** When this button is clicked, move to Hotel page
- g. **Cancel** : **"Cancel"** This button is only shown when cancellation is possible.
 - * Booking within 'Free Cancellation Fee Date' can be canceled freely by user, should be canceled wholesaler's booking profile through XML connection.
 - *Booking within 'Cancellation Fee occurred Date'. When 'Cancel' is requested, cancellation fee is calculated and charged according to a cancellation policy.
- h. **Print** : **"Voucher"** This button is only shown when Payment is completed. Customer who paid already can print this Voucher. Staff can send this voucher to a customer through E-mail