



3. H. Treatment of Commission agents



3. H. Treatment of Commission agents

August, 2018

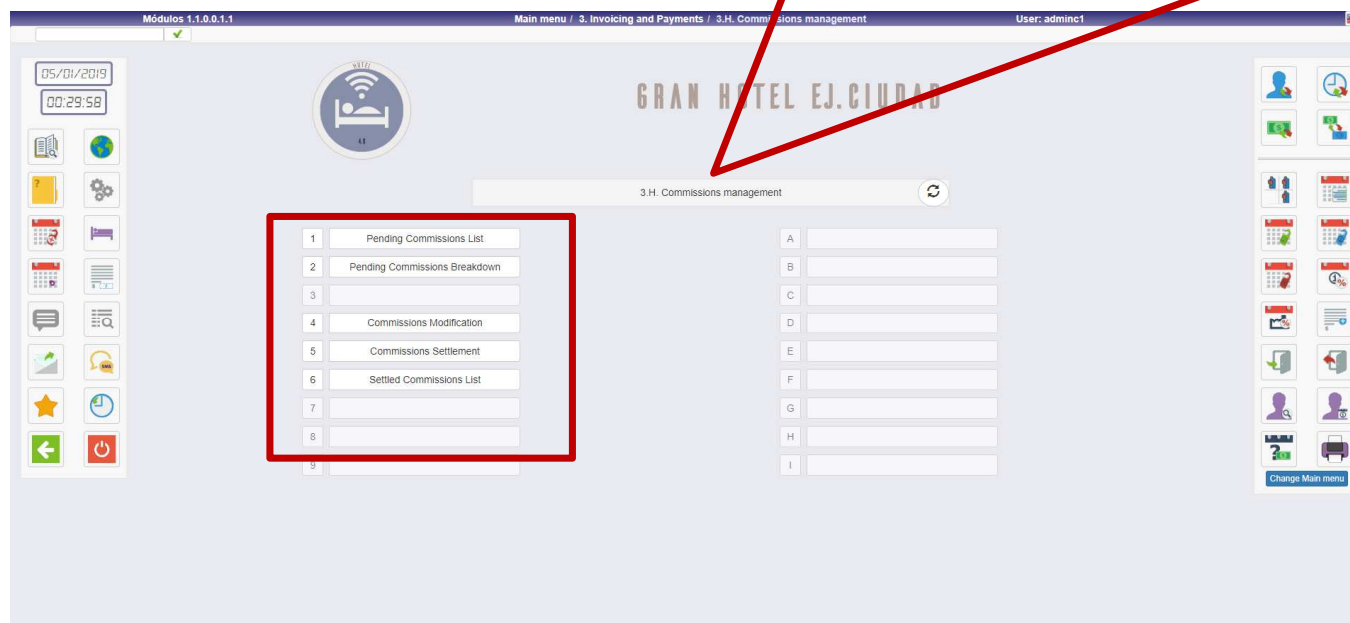


3. H. Treatment of Commission agents

Class One

We understand for COMMISSION AGENTS those entities that receive a COMMISSION from us for guests send us to the HOTEL and that normally does not bill them to them (OTA's, CM, GDS, CRS, MR, ...). It is important that the above mentioned COMMISSION AGENTS, are registered in AGENCIES, and that its percentage of commission puts itself in its card, since, on having possessed interface with OTA's and Channel Manager, ..., that the reservations enter automatically they usually do not give the above mentioned commission in its interface xml.

In many parts of the program we speak about Net (Clear), that is to say the above mentioned commissions would be reduced in the ADR, RevPAR; ...





3. H. Treatment of Commission agents



From this option, ordering for Commission agent or per Dates, we will be able to obtain a list of hanging commissions, both for screen and for printer, obtaining a list similar to the following one.

Main menu / Commissions management / 3.H.1. Pending Commissions List User: adminc1

Dates between: 01/01/2018 - 01/05/2018

| Comm. | Check in date | Check out date | Date Invoice | # Invoice | Client | Base amount | % Commission | Amount Commission |
|-----------------------------------|---------------|----------------|--------------|-----------|---------------------------|-------------|--------------|-------------------|
| AMEBA - GLOBAL BUSINESS TRAVEL SP | 2018-03-05 | 2018-03-05 | 2018-03-07 | 1174454 | GLOBAL BUSINESS TRAVEL SP | 106.36 | 0.00 | 0.00 |
| AMEBA - GLOBAL BUSINESS TRAVEL SP | | | | | | - | - | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-26 | 2018-02-26 | 2018-03-01 | 1174347 | SANCHEZ RUIZ JORGE | 0.00 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-05 | 2018-02-05 | 2018-02-09 | 1174008 | SANCHEZ RUIZ JORGE | 0.00 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-26 | 2018-02-26 | 2018-03-01 | 1174342 | BARCELO VIAJES, S.L. | 169.08 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-12 | 2018-02-12 | 2018-02-16 | 1174098 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-04 | 2018-02-04 | 2018-02-08 | 1173982 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-04-10 | 2018-04-10 | 2018-04-13 | 1175191 | BARCELO VIAJES, S.L. | 169.08 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-05 | 2018-02-05 | 2018-02-09 | 1174006 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-03-19 | 2018-03-19 | 2018-03-23 | 1174796 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-26 | 2018-02-26 | 2018-03-01 | 1174343 | BARCELO VIAJES, S.L. | 169.08 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-12 | 2018-02-12 | 2018-02-16 | 1174099 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-03-19 | 2018-03-19 | 2018-03-23 | 1174796 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |



3. H. Treatment of Commission agents



From this option, ordering for Commission agent or per Dates, we will be able to obtain a list of hanging commissions, both for screen and for printer, obtaining a list similar to the following one.

Main menu / Commissions management / 3.H.2. Pending Commissions Breakdown

User: admin1

Comm. | Check in date | Check out date | Date Invoice | # Invoice | Client | Base amount | % Commission | Amount Commission

| | | | | | | | | |
|-----------------------------------|------------|------------|------------|---------|-------------------------|--------|------|------|
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-05 | 2018-02-05 | 2018-02-09 | 1174006 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| | | | 2019-02-05 | | 1209 SANCHEZ RUIZ JORGE | 56.36 | 0.00 | 0.00 |
| | | | 2019-02-06 | | 1209 SANCHEZ RUIZ JORGE | | | |
| | | | 2019-02-07 | | 1209 SANCHEZ RUIZ JORGE | | | |
| | | | 2019-02-08 | | 1209 SANCHEZ RUIZ JORGE | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-07 | 2018-02-07 | 2018-02-08 | 1173961 | BARCELO VIAJES, S.L. | | | |
| | | | 2018-03-01 | | 1007 LARRETA ARISTI LEI | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-28 | 2018-02-28 | 2018-03-01 | 1174340 | BARCELO VIAJES, S.L. | | | |
| | | | 2018-02-28 | | 1120 ALONSO MARTIN JES | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-12 | 2018-02-12 | 2018-02-16 | 1174098 | BARCELO VIAJES, S.L. | 225.44 | 0.00 | 0.00 |
| | | | 2018-02-12 | | 1006 SANCHEZ RUIZ JORGE | 56.36 | 0.00 | 0.00 |
| | | | 2018-02-13 | | 1006 SANCHEZ RUIZ JORGE | 56.36 | 0.00 | 0.00 |
| | | | 2018-02-14 | | | | | |
| | | | 2018-02-15 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-28 | 2018-02-28 | 2018-03-01 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-04 | 2018-02-04 | 2018-02-04 | | | | | |
| | | | 2018-02-04 | | | | | |
| | | | 2018-02-05 | | | | | |
| | | | 2018-02-06 | | | | | |
| | | | 2018-02-07 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-26 | 2018-02-26 | 2018-03-01 | | | | | |
| | | | 2019-02-26 | | | | | |
| | | | 2019-02-27 | | | | | |
| | | | 2019-02-28 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-12 | 2018-02-12 | 2018-02-16 | | | | | |
| | | | 2018-02-12 | | | | | |
| | | | 2018-02-13 | | | | | |
| | | | 2018-02-14 | | | | | |
| | | | 2018-02-15 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-12 | 2018-02-12 | 2018-02-16 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-05 | 2018-02-05 | 2018-02-08 | | | | | |
| | | | 2018-02-05 | | | | | |
| | | | 2018-02-06 | | | | | |
| | | | 2018-02-07 | | | | | |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-02-14 | 2018-02-14 | 2018-02-16 | | | | | |
| | | | 2018-02-14 | | | | | |
| | | | 2018-02-15 | | | | | |

100

Main menu / Commissions management / 3.H.2. Pending Commissions Breakdown

User: admin1

Dates between: 05/01/2018 - 01/03/2018

Comm. | Check in date | Check out date | Date Invoice | # Invoice | Client | Base amount | % Commission | Amount Commission

| | | | | | | | | |
|-----------------------------------|------------|------------|------------|---------|--------------------------------|--------|-------|-------|
| HTLBD - HOTELBEDS PRODUCT SLU7194 | 2018-01-07 | 2018-01-07 | 2018-01-09 | 1173605 | HOTELBEDS PRODUCT SLU7194 | 115.20 | 20.00 | 23.04 |
| | | | 2018-01-07 | | 1117 CARAPELLOTTI DANIEL | 57.60 | 20.00 | 11.52 |
| | | | 2018-01-08 | | 1117 CARAPELLOTTI DANIEL | 57.60 | 20.00 | 11.52 |
| | | | 2018-01-07 | | | - | - | 23.04 |
| BARCE - AVORIS RETAIL DIVISION, S | 2018-01-08 | 2018-01-08 | 2018-01-10 | 1173614 | BARCELO VIAJES, S.L. | 112.72 | 0.00 | 0.00 |
| | | | 2018-01-08 | | 1028 VILLAFRANCA HUGUET | 56.36 | 0.00 | 0.00 |
| | | | 2018-01-09 | | 1028 VILLAFRANCA HUGUET | 56.36 | 0.00 | 0.00 |
| BOOK - BOOKING.COM BV | 2018-01-08 | 2018-01-08 | 2018-01-08 | 1173602 | KANTOR JAKUB | 196.35 | 17.00 | 33.38 |
| | | | 2018-01-08 | | 1027 KANTOR JAKUB | 65.45 | 17.00 | 11.13 |
| | | | 2018-01-09 | | 1027 KANTOR JAKUB | 65.45 | 17.00 | 11.13 |
| | | | 2018-01-10 | | 1027 KANTOR JAKUB | 65.45 | 17.00 | 11.13 |
| BOOK - BOOKING.COM BV | 2018-01-08 | 2018-01-08 | 2018-01-11 | 1173637 | KANTOR JAKUB | 0.00 | 17.00 | 0.00 |
| | | | 2018-01-08 | | | - | - | 33.38 |
| BOOK - BOOKING.COM BV | 2018-01-09 | 2018-01-09 | 2018-01-10 | 1173620 | DUMORTIER REMCO | 0.00 | 17.00 | 0.00 |
| BOOK - BOOKING.COM BV | 2018-01-09 | 2018-01-09 | 2018-01-09 | 1173609 | SOJO RODRIGUEZ ANDRES ALBERTO | 75.27 | 17.00 | 12.80 |
| | | | 2018-01-09 | | 2125 SOJO RODRIGUEZ ANDR | 75.27 | 17.00 | 12.80 |
| BOOK - BOOKING.COM BV | 2018-01-09 | 2018-01-09 | 2018-01-09 | 1173608 | DUMORTIER REMCO | 58.18 | 17.00 | 9.89 |
| | | | 2018-01-09 | | 1216 DUMORTIER REMCO | 58.18 | 17.00 | 9.89 |
| | | | 2018-01-09 | | | - | - | 22.69 |
| BOOK - BOOKING.COM BV | 2018-01-13 | 2018-01-13 | 2018-01-13 | 1173657 | DA SILVA INACIO MENDES FILOMEN | 71.82 | 17.00 | 12.21 |
| | | | 2018-01-13 | | 1023 DA SILVA INACIO MEN | 71.82 | 17.00 | 12.21 |
| BOOK - BOOKING.COM BV | 2018-01-13 | 2018-01-13 | 2018-01-13 | 1173655 | DA SILVA INACIO SERGIO ALEXAND | 71.82 | 17.00 | 12.21 |
| | | | 2018-01-13 | | 1025 DA SILVA INACIO SER | 71.82 | 17.00 | 12.21 |
| BOOK - BOOKING.COM BV | 2018-01-13 | 2018-01-13 | 2018-01-13 | 1173656 | GALVAO MENDES INACIO MARTA SOF | 71.82 | 17.00 | 12.21 |
| | | | 2018-01-13 | | 1021 GALVAO MENDES INACI | 71.82 | 17.00 | 12.21 |
| | | | 2018-01-13 | | | - | - | 36.63 |
| BOOK - BOOKING.COM BV | 2018-01-15 | 2018-01-15 | 2018-01-16 | 1173673 | AMILHAC GERARD | 0.00 | 17.00 | 0.00 |
| BOOK - BOOKING.COM BV | 2018-01-15 | 2018-01-15 | 2018-01-15 | 1173661 | AMILHAC GERARD | 64.64 | 17.00 | 10.99 |
| | | | 2018-01-15 | | 1011 AMILHAC GERARD | 64.64 | 17.00 | 10.99 |
| | | | 2018-01-15 | | | - | - | 10.99 |
| BOOK - BOOKING.COM BV | 2018-01-16 | 2018-01-16 | 2018-01-17 | 1173682 | DIAZ NOYA GONZALO | 57.27 | 17.00 | 9.74 |
| | | | 2018-01-16 | | 1006 DIAZ NOYA GONZALO | 57.27 | 17.00 | 9.74 |
| BOOK - BOOKING.COM BV | 2018-01-16 | 2018-01-16 | 2018-01-16 | 1173678 | CRISM S.R.L. | 64.64 | 17.00 | 10.99 |
| | | | 2018-01-16 | | 1008 STEFANI MIRCO | 64.64 | 17.00 | 10.99 |
| BOOK - BOOKING.COM BV | 2018-01-16 | 2018-01-16 | 2018-01-16 | 1173677 | PEREIRA TEIXEIRA ADELINO | 57.27 | 17.00 | 9.74 |
| | | | 2018-01-16 | | 1011 PEREIRA TEIXEIRA AD | 57.27 | 17.00 | 9.74 |
| | | | 2018-01-16 | | | - | - | 30.46 |



3. H. Treatment of Commission agents



Menú Principal / Tratamiento de comisiones / 3.H.4. Modificación de Comisiones Usuario: admin

Factura: 2018004637 Fecha: 01/06/2018

Age/Emp: A-ALL

Voucher: 1F500167

Nombre: ALLTOURS

Fecha entrada: 01/06/2018 Fecha salida: 11/06/2018

Com.: BOOK BOOKING.COM

%: 17.50

Tipo: 1-H

Importe base: 657.93 Importe Comisión: 115.14

Com.:

%: 0.00

Tipo: 1-H

Importe base: Importe Comisión:

Com.:

%: 0.00

Tipo: 1-H

Importe base: Importe Comisión:

Buscar Factura

| Fecha | # Factura | Age/Emp | Cliente | Núm. hab. | Total | Saldo pdte. |
|------------|------------|----------|--------------------------------|-----------|----------|-------------|
| 2017-06-05 | 2017004903 | C | FACTURA | 903 | 16.24 | 0.00 |
| 2017-06-05 | 2017004904 | C | DR MAUS, S.L. | IR04 | 200.00 | 0.00 |
| 2017-06-05 | 2017004905 | A - LAND | SCHAUINSLAND REISEN GMBH | 903 | -352.66 | 0.00 |
| 2017-06-05 | 2017004906 | A - LAND | SCHAUINSLAND REISEN GMBH | 903 | -4731.26 | 0.00 |
| 2017-06-05 | 2017004907 | C | MATCHPOINT SPORTS CANARIAS, SL | 903 | 629.99 | 0.00 |
| 2017-06-05 | 2017004908 | C | MATCHPOINT SPORTS CANARIAS, SL | 903 | 394.25 | 0.00 |
| 2017-06-05 | 2017004909 | C | MATCHPOINT SPORTS CANARIAS, SL | 903 | 709.68 | 0.00 |
| 2017-06-05 | 2017004910 | A - ANEX | ANEX TOURS | 41C | 279.29 | 0.00 |
| 2017-06-05 | 2017004911 | A - ALL | ALLTOURS | 12B | 1405.98 | 0.00 |
| 2017-06-05 | 2017004912 | A - ALL | ALLTOURS | 31F | 588.04 | 0.00 |
| 2017-06-05 | 2017004913 | A - ALL | ALLTOURS | RM03 | 927.71 | 0.00 |
| 2017-06-05 | 2017004914 | A - ALL | ALLTOURS | 27B | 2267.61 | 0.00 |
| | | | | 12D | 1036.02 | 0.00 |
| | | | | 47C | 748.45 | 0.00 |
| | | | | 47D | 782.03 | 0.00 |
| | | | | 16B | 1443.02 | 0.00 |
| | | | | 29C | 1839.54 | 0.00 |
| | | | | 39C | 1755.61 | 0.00 |
| | | | | 21E | 919.77 | 0.00 |
| | | | | 12A | 2375.19 | 0.00 |

Menú Principal / Tratamiento de comisiones / 3.H.4. Modificación de Comisiones Usuario: admin

Factura: 9000016 Fecha: 21/11/2017

Age/Emp: DIR

Voucher:

Nombre: noelia

Fecha entrada: Fecha salida:

Com.: BUCEB BUCHER REISEN GMBH

%: 15

Tipo: 1-H

Importe base: 467.29 Importe Comisión: 70.09

Com.:

%: 0.00

Tipo: 1-H

Importe base: Importe Comisión:

Com.:

%: 0.00

Tipo: 1-H

Importe base: Importe Comisión:

Guardar

We can incorporate / modify invoices that the commission agent has forgotten to put / include, or that the percentage of commission was badly

