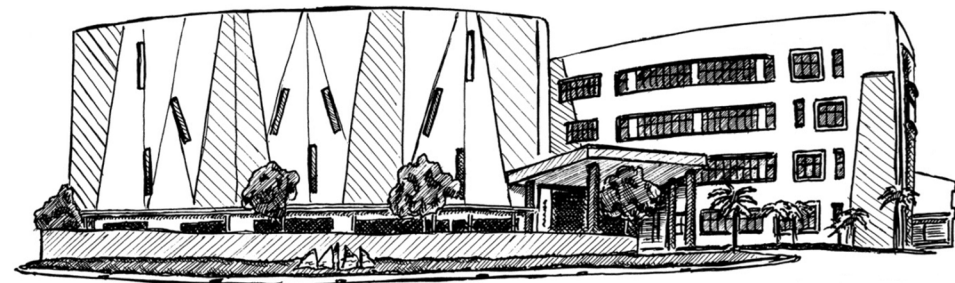




Invoicing from Reservations



Proforma Invoice
Non-Refundable Invoice





Invoicing from Reservations. Proforma



Main menu / Reservations / Stays / 1.4. Reservations Modification User: adminc1

General Rooming list

ARLD,TANJA 9859

Header

Booker Client Name/Last name KAPELLER MARTINA Cardex
NIF L7PX82 Loyalty card Car plate

Modification
Adv. payment / NR 0.00
Creation date 10/12/2018

Voucher OTA ID # Booking 9859 Last Card
Contact Rate/Dis./Non refund. DIR 0 Full credit N
Email Special conditions Payment type 1
Confirmed booking S Date Delay 10/12/2018 Invoice grouper

Check in/Check out Remarks Channel/Segment

Date/Time 16/03/2019 SA 00:00
Via Check in SOTA
Nights 7
Date/Time 23/03/2019 SA 00:00
Via Check out SOTA

Channel
Segm.
Comm.1 1-H
Comm.2 1-H
Comm.3 1-H

Icons: [Invoice] [NR] [Link] [X] [File] [Print] [Share] [Save]



Proforma Invoice of Reservations

Advance invoice reservations - Google Chrome

No es seguro | 213.60.47.88:9091/sota/en/billing/RsvBillCharges?id=3779&popup=true

Client type Direct Voucher
Code / Name MARTINA,KAPELLER
Address 1 Rua Rafael Alberti, 6
Address 2
Zip / Town 15172 La Coruña
Province / NIF L7PX82

Max. discount 1,353.80
% Discount 0.00

Mark all
Unmark all

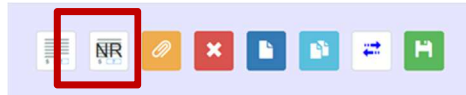
Icons: [Eye] [Print] [Share] [Save]

#	Room	Date	Service	Description	Base amount	Amount Total	A/C	Age/Comp	Voucher	Guest
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Invoicing from Reservations. Non-Refundable

Class One



Non-Refundable invoice in Reservations

Non-Refundable. Nowadays, in most hotels this happens more and more frequently: the guests want a better price and for this they are welcome to book in the non-refundable mode, that is, they are willing to be charged (one day, the whole stay, ...), even if in the end they do not go to the hotel. This type of reservation where it is most common is through reservations through OTA's..

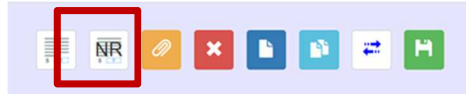
In the hotel a problem arises, since the reservation must be charged at the time of reception, or in the case of 2-3 days before the stay, and must be recorded so that when the client is staying at the hotel is known to have already paid this "advance". On the other hand the current legislation obliges that the "advances" of more than 400€ must be made by means of the emission of an invoice.

Seven Stars, proposes a very useful procedure, simple, and that does not require a later control.

First of all, you must have a service to which you are going to apply this "advance payment", it is recommended that your accounting account is an advance payment and not a sales account.



Invoicing from Reservations. Non-Refundable



Non-Refundable Invoice in Reservations

Seven Stars. He will remember later when the guest is staying at the hotel, at the time of making his bill (on departure, or in advance), the concept previously invoiced deducting it from this final invoice. In this case the exception may be that there is an invoice with a zero amount. Normally in the first invoice it is very probable that we don't have your Identification, the OTA's don't usually send it/demand it. This procedure can also be applied to advances requested from companies/agencies.

The screenshot displays the hotel management system interface. The main window shows the 'Reservations Modification' screen with fields for Booker, Client, Name/L, NIF, Voucher, Contact, Email, Confirmed booking, Date Delay, and Remarks. A dialog box titled 'Invoice (Non refundable)' is open, showing the Amount: 450. The 'Advance invoice reservations' window is also visible, showing client details (Martina Kapeller), address (Rua Rafael Alberti, 6), and a table of reservations.

# Room	Date	Service	Description	Base amount	Amount Total	A/C	Age/Comp	Voucher	Guest
40B	2019-03-16	NUR	ANTICIPO S/CONTRATO #9859	371.90	450.00	C	DIR		SAULICH,BRITTA