

## Front Office System – ICS2000™

ICS2000™ is a comprehensive property management system that provides a wide variety of intelligent features and interfacing capabilities designed to meet your needs. Please review the details provided below and let one of our Front Office specialists answer your specific questions. We will also be happy to provide you with a list of reference customers.

Email: [sales@innsourcesolutions.com](mailto:sales@innsourcesolutions.com)

Sales Office: 1-888-391-8988



### System Configuration

At Inn Control we recognize that every one of our clients is unique. The System Configuration area enables our clients to customize the ICS2000 Software to work in concert with your operational needs. All systems are initially pre-configured based on your unique property profile. After installation properties may change their configuration as needed through the ICS2000 Setup Program. ([details](#))

### Function Keys

ICS2000 Property Management Software is extremely flexible. 'Function Keys' permit users to access and perform multiple functions over an existing task. For example you may be in the process of modifying a guest's reservation when another guest arrives to check-in. ICS offers you the flexibility of keeping your current task on the screen while you open new task, once (the) new task is complete ICS2000 returns you to your (previous) task.

### Inventory

Like all Reservation Software ICS2000 enables you to manage your guest room inventory. However, unlike most other software solutions ICS2000 offers you the ability to manage

inventory ranging from Cot & Crib to Non-Statistical Inventory. Non-Statistical Inventory can be utilized for managing various 'reservation(s) in-advance inventories' such as Camping and RV Sites, Moorage and Parking Lots. ([details](#))

### **Reservation and Packages**

The ICS Reservation and Package modules are very robust, offering your staff the tools and flexibility they need to accomplish their daily tasks. Inn Control Systems has a great reputation for incorporating our clients' suggestions such as automatic guest history search, ability to flag a reservation as 'Do Not Move', adding unlimited seasons to single package and also incorporating day of the week surcharges for individual package components. ([details](#))

### **Group / Tour Reservations**

Whether you are booking a Convention, School Group, Motor Coach or Tour Wholesaler F.I.T. Block, the ICS2000 Group Module has an abundance of great features that make booking any kind of group effortless. This includes the ability to quickly copy group reservations, which is a very handy feature when you have multiple tour series to enter. Our features often save our customers hours of data input and always insure data integrity. A further ICS Group Module feature permits you to flag a group booking as "Rooming List Only", so your reservation department is immediately aware that they should not accept a direct booking. In addition you will find our understanding of 'Group Sales' has enabled us to incorporate a variety of intuitive features to assist you in managing your group inventory. ([details](#))

### **Front Desk**

The primary function of any Desk Clerk is to check guests in and out; however the efficiency of this process is to some extent controlled by the Property Management System. Too often the design of other Property Management Systems are known to hinder the check-in or checkout process. The efficiency of guest arrival and departure is extremely important since these actions are often the first and last impressions a guest will have of your property. But the ICS 2000 Front Desk Module has many other tools that assist the Front Desk Staff in completing their duties quickly and efficiently. ([details](#))

### **Night Audit & Revenue Report Management**

The ICS Night Audit is simple, straightforward and fast. After verifying the accuracy of data the Auditor simply selects the 'End of Day' function; with this single setup the ICS Software will automatically complete the close of business and setup the system for the next day. The software enables our clients to preset what reports they wish automatically printed, the remaining reports are stored in the system for instant access.

The Revenue Management Module enables properties with multiple revenue centers to consolidate daily sales into the ICS2000 Property Management System. Rather than looking at multiple reports management need only look as far as ICS2000 to get all the daily, month to date, year to date and previous year comparison data. ([details](#))

### **History**

At Inn Control Systems we have always been crucially aware of the value of historical information. For this reason we have not just one but five pre-configured history data sections. Whether you are looking for old folios, guest, group, company or travel agent history, ICS2000 Property Management System gives you easy and reliable access to the information you require. ([details](#))

**Reports**

The Reporting Module is one of the most important modules in any Property Management System. The ability to quickly, accurately and concisely produce the required information is a must for any property. At Inn Control Systems we recognize that the majority of our clients do not have the time to design custom reports so over the years we have created a report module of over a hundred useful reports. Additionally, your Sales and Marketing personnel can use the 'History Search' reporting tool to conduct database queries to create targeted marketing campaigns to past guest, group, travel agent or corporate accounts. ICS2000 can display the results in a report format or create direct mail letters, labels or write a file that could be further analyzed using Word, Excel, Lotus, or Microsoft Access. In an effort to reduce paper almost all ICS2000 Reports can be previewed on screen prior to printing. ([details](#))

**Travel Agent Commissions**

The Travel Agent Commissions Module manages all commission payments to travel agents, tourism or conference organizations. This function will make this process easier and less time consuming and will enable you to view and edit outstanding commissions before processing the commission run. If you wish, the Travel Agent Module will print your commission cheques as well. ([details](#))

**Accounts Receivable**

The ICS2000 Accounts Receivable Module is completely seamless, insuring the system will automatically transfer the invoice amount from (the) Guest Ledger to (the) Accounts Receivable Ledger after guest checkout and at 'End of Day' - without any manual intervention. At any time of the day you may view an aging report, add a recall reminder message, or view any invoice right within a Customer's Account. ([details](#))

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**Contact Us**

For more information on ICS2000™ and other products now provided in partnership with InnSource Solutions Inc. please visit our website at [www.innsourcesolutions.com](http://www.innsourcesolutions.com), or contact us by email at [sales@innsourcesolutions.com](mailto:sales@innsourcesolutions.com), or call our sales office at 1-888-655-0888.

## ICS2000™ Feature Details

### System Configuration – Details:

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System Configuration	
<input checked="" type="checkbox"/>	Comprehensive method of system security and clerk configuration preventing unauthorized use of PMS
<input checked="" type="checkbox"/>	Property definable security levels ensuring user has access to only relevant areas
<input checked="" type="checkbox"/>	Encrypted user passwords
<input checked="" type="checkbox"/>	Rate override security features
<input checked="" type="checkbox"/>	Overbooking security features
Room, Rate and Package Configuration	
<input checked="" type="checkbox"/>	Unlimited number of room types
<input checked="" type="checkbox"/>	4 digit room type identifiers
<input checked="" type="checkbox"/>	Non-statistical room types
<input checked="" type="checkbox"/>	Room search descriptors
<input checked="" type="checkbox"/>	Rate override password protection
<input checked="" type="checkbox"/>	Overbooking and closeout password protection
<input checked="" type="checkbox"/>	Unlimited rate seasons, definable by date
<input checked="" type="checkbox"/>	Automatic seasonal rate change feature with override capability
<input checked="" type="checkbox"/>	Ability to copy existing rates and increase/decrease by percentage or flat amount
<input checked="" type="checkbox"/>	Ability to track room statistics by rate code and market segment
<input checked="" type="checkbox"/>	Package configuration by room type, adult, child, person, by day and day of week

<input checked="" type="checkbox"/>	Unlimited seasons within a package for individual components
<input checked="" type="checkbox"/>	Summarize GST total on packages
<input checked="" type="checkbox"/>	Packages commissionable by individual package component
<input checked="" type="checkbox"/>	Package calculator
<input checked="" type="checkbox"/>	Market segment, reservation source and geographic code features
<b>Reservation Configuration</b>	
<input checked="" type="checkbox"/>	Property definable reservation data entry order
<input checked="" type="checkbox"/>	Definable guest reservation pick-list tools order
<input checked="" type="checkbox"/>	Definable group reservation pick-list tools order
<input checked="" type="checkbox"/>	Definable mandatory data entry fields
<input checked="" type="checkbox"/>	Unlimited and/or definable guest or group reservation comments
<input checked="" type="checkbox"/>	Option to transfer guest and group comments to history
<input checked="" type="checkbox"/>	Reservation reminder message
<input checked="" type="checkbox"/>	Option to define if reservations by rooming list should have guest history records created
<input checked="" type="checkbox"/>	Configurable cot and crib inventories with daily or per stay auto post option
<input checked="" type="checkbox"/>	Confirmation slips, registration cards, guest folios, commission cheque configuration ability
<input checked="" type="checkbox"/>	VIP program tracking with automatic or custom number assignment
<input checked="" type="checkbox"/>	Canadian and US Travel Agent Commissions
<b>Front Desk Configuration</b>	
<input checked="" type="checkbox"/>	5 Currency Exchange Calculator
<input checked="" type="checkbox"/>	Configurable File Maintenance Settings for transaction file, account history, night audit reports

<input checked="" type="checkbox"/>	Ability to configure automatic system re-organization settings
<input checked="" type="checkbox"/>	Definable registration card and folio settings
<input checked="" type="checkbox"/>	Credit limits configurable by floor or folio limit
<input checked="" type="checkbox"/>	Improved credit limit control over point of sale interface
<input checked="" type="checkbox"/>	Option to prompt for vehicle license plate input at check-in
<input checked="" type="checkbox"/>	Ability to configure room status change at check-in
<input checked="" type="checkbox"/>	Ability to configure pre-posting of room and tax at check-in
<input checked="" type="checkbox"/>	Ability to configure to prompt for payment at check-in
<input checked="" type="checkbox"/>	Ability to configure day rooms, no shows in occupancy statistics
<input checked="" type="checkbox"/>	Settlement tracking by shift or individual clerk
<input checked="" type="checkbox"/>	Pre-define # of folios to print at check-out
<input checked="" type="checkbox"/>	Ability to suppress room rate from printing on registration card
<input checked="" type="checkbox"/>	Ability to suppress certain rate codes from printing registration cards
<b>Revenue Configuration</b>	
<input checked="" type="checkbox"/>	Able to define up to nine revenue departments
<input checked="" type="checkbox"/>	System capable of 999 posting categories
<input checked="" type="checkbox"/>	Classify posting categories as revenue, settlement, tax or expense
<input checked="" type="checkbox"/>	Up to 5 tax levels for each posting category
<input checked="" type="checkbox"/>	Taxes configured by percentage for flat rate
<input checked="" type="checkbox"/>	Taxes calculated on gross or net amount
<input checked="" type="checkbox"/>	Taxes posted automatically for all defined posting categories

<input checked="" type="checkbox"/>	Unit pricing available
<input checked="" type="checkbox"/>	Auto credit card transfer to accounts receivable ledger on non-direct deposit settlement categories
<input checked="" type="checkbox"/>	Produce departmental revenue daily balance report
<input checked="" type="checkbox"/>	Create Custom Daily Revenue Reports with MTD & YTD figures
<input checked="" type="checkbox"/>	Custom Daily Revenue Reports have this year/last year comparisons
<input checked="" type="checkbox"/>	Able to have room revenue broken out by market segment

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**Inventory – Details:**

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General Inventory	
<input checked="" type="checkbox"/>	Inventory automatically refreshed every 10 seconds to reflect changes made on other terminals (Real-time processing)
<input checked="" type="checkbox"/>	12 days inventory visible on screen with ability to advance forward or backward immediately
<input checked="" type="checkbox"/>	Create reservations directly from General Inventory screen
<input checked="" type="checkbox"/>	Rate Management; view/edit rate close outs from general inventory screen
<input checked="" type="checkbox"/>	Add/edit waitlist reservations from general inventory screen
<input checked="" type="checkbox"/>	View group reservations from general inventory screen
<input checked="" type="checkbox"/>	View Room Rates
Non-Statistical Inventory	
<input checked="" type="checkbox"/>	Separate inventory for campsites, boat slips, parking lots
Cot/Crib Inventory	
<input checked="" type="checkbox"/>	Separate inventory for cots and cribs visible from general inventory screen

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Reservations and Packages – Details:

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Reservations	
<input checked="" type="checkbox"/>	Integrated with Front Desk, Groups, Travel Agent, History, Accounts Receivable
<input checked="" type="checkbox"/>	Unlimited number of reservations
<input checked="" type="checkbox"/>	Automatic guest history search evoked upon partial entry of guest name
<input checked="" type="checkbox"/>	Complete guest history with guest, past stay detail and folio history
<input checked="" type="checkbox"/>	Ability to navigate forward and back while creating reservation
<input checked="" type="checkbox"/>	Ability to search for and access group inventory when booking guest reservation
<input checked="" type="checkbox"/>	Fast reservation entry screen
<input checked="" type="checkbox"/>	Full share capability, including unlimited shares, different arrival/departure dates and auto/manual rate or package splits
<input checked="" type="checkbox"/>	Room feature descriptors
<input checked="" type="checkbox"/>	Intuitive data entry with pop-up pick lists for room type, rate code, geographic, reservation source codes, etc.
<input checked="" type="checkbox"/>	Unlimited guest or group comments with ability to customize by date and comment type
<input checked="" type="checkbox"/>	Housekeeping comment field, information will appear on housekeeping report
<input checked="" type="checkbox"/>	Easy to use rate management, close outs visible from both inventory and new reservation screens
<input checked="" type="checkbox"/>	Overriding room rates, closeouts and overbooking prohibited unless authorization is entered
<input checked="" type="checkbox"/>	Automatic notation of date last modification was made
<input checked="" type="checkbox"/>	Large data entry fields
<input checked="" type="checkbox"/>	Special Requests/Remarks field with option to use historical remarks
<input checked="" type="checkbox"/>	Date confirmation sent, automatically noted on reservation
<input checked="" type="checkbox"/>	Do not move (DNM) flag

<input checked="" type="checkbox"/>	Room Juggler (Room Chart) - ability to display individual room blocks and move reservations. 7 days display per screen, able to advance forward or back and sort by room type, floor and special room descriptors.
<input checked="" type="checkbox"/>	Quick copy reservation feature
<input checked="" type="checkbox"/>	Print single registration card
<input checked="" type="checkbox"/>	Post unlimited advance deposits to each reservation
<input checked="" type="checkbox"/>	Ability to add unlimited additional charges for any posting category, which will automatically post once per stay or daily during auto-post procedure
<input checked="" type="checkbox"/>	Credit card entry validation
<input checked="" type="checkbox"/>	Define 9 folios per guest
<input checked="" type="checkbox"/>	Ability to apply different methods of payment and credit limits for guests with multiple folios
<input checked="" type="checkbox"/>	Ability to pre-set folios in advance to filter charges upon posting
<input checked="" type="checkbox"/>	Pre-set charge routing to guest, house, banquet or group master accounts
<input checked="" type="checkbox"/>	Reservations accessible by guest name, company, group name, group and confirmation #
<input checked="" type="checkbox"/>	Custom inquiry letters for brochure and/or information requests
<input checked="" type="checkbox"/>	Room rate calculator that calculates per night/stay price with or without tax
<input checked="" type="checkbox"/>	Guest History flag for "do not rent" or "VIP" guests
<input checked="" type="checkbox"/>	Confirmation printing
<input checked="" type="checkbox"/>	Complete block/room status search options
<input checked="" type="checkbox"/>	Source of business codes
<input checked="" type="checkbox"/>	Market codes
<input checked="" type="checkbox"/>	Detailed advance deposit ledger (Guest, Group, Banquet)
<input checked="" type="checkbox"/>	Statistical Reporting

<input checked="" type="checkbox"/>	Reservation Reporting
<input checked="" type="checkbox"/>	Complete travel agent access during reservations
<input checked="" type="checkbox"/>	System notification at time of reservation if seasonal rate changes apply
<input checked="" type="checkbox"/>	Restore previously canceled reservations
<input checked="" type="checkbox"/>	Guest room pre-assignment tool
<input checked="" type="checkbox"/>	Extensive Reservation Reports (see reports sections)
<b>Packages</b>	
<input checked="" type="checkbox"/>	Integrated with Reservations, Front Desk, Travel Agents, History, Accounts Receivable
<input checked="" type="checkbox"/>	Ability to create 99 custom packages
<input checked="" type="checkbox"/>	Unlimited component posting for such items as room, meals, golf, fishing, taxes etc.
<input checked="" type="checkbox"/>	Can specify different room rate for each room type
<input checked="" type="checkbox"/>	Can accommodate different additional occupant rates
<input checked="" type="checkbox"/>	Package posting completed through auto-post feature during night audit
<input checked="" type="checkbox"/>	Complete posting trail of all package components
<input checked="" type="checkbox"/>	Option to post total price or detail to guest folio with or without GST tax summary
<input checked="" type="checkbox"/>	Package configuration by room type, adult, child, person, by day and day of week
<input checked="" type="checkbox"/>	Unlimited seasons within a package for individual components
<input checked="" type="checkbox"/>	Ability to ensure meal revenue is posted on correct day
<input checked="" type="checkbox"/>	Pop-up package calculator to assist reservation staff
<input checked="" type="checkbox"/>	Custom package confirmation letters

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Group / Tour Reservations – Details:

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Group / Tour Reservations	
<input checked="" type="checkbox"/>	Integrated with reservation, front desk, travel agents, history, accounts receivable
<input checked="" type="checkbox"/>	All access to groups controlled by security levels (add/modify or view only)
<input checked="" type="checkbox"/>	Ability to view regular hotel inventory when in group reservation
<input checked="" type="checkbox"/>	Tentative and definite groups Feature
<input checked="" type="checkbox"/>	Ability to view group pickup in detail and summary format
<input checked="" type="checkbox"/>	Ability to "Hold" certain rooms for a group prior to entering the rooming list
<input checked="" type="checkbox"/>	Fast entry of rooming lists with access to guest reservation to facilitate quick entry of special requests
<input checked="" type="checkbox"/>	Ability to classify groups by type for effective reporting
<input checked="" type="checkbox"/>	Group forecast feature
<input checked="" type="checkbox"/>	Group history by individual group code
<input checked="" type="checkbox"/>	Create new booking from group history
<input checked="" type="checkbox"/>	Copy group bookings
<input checked="" type="checkbox"/>	Fast multiple group booking entry feature (e.g. tour series)
<input checked="" type="checkbox"/>	Automatic or manual group release options
<input checked="" type="checkbox"/>	Unlimited room blocks (multiple room types for different date ranges)
<input checked="" type="checkbox"/>	Ability to accommodate guests that may arrive early/stay later than group block
<input checked="" type="checkbox"/>	Ability to define posting categories for auto transfer to group account
<input checked="" type="checkbox"/>	Ability to create folio filters automatically for group reservations

<input checked="" type="checkbox"/>	Charge routing capabilities for group reservations
<input checked="" type="checkbox"/>	Complete share capabilities with group reservations
<input checked="" type="checkbox"/>	Quick telephone name listing feature for tour guests
<input checked="" type="checkbox"/>	Group guest messaging ability
<input checked="" type="checkbox"/>	Special remarks
<input checked="" type="checkbox"/>	Unlimited group comments
<input checked="" type="checkbox"/>	Capable of processing commissions for groups
<input checked="" type="checkbox"/>	Ability to flag group bookings as non-commissionable
<input checked="" type="checkbox"/>	Ability to flag if reservations are to be made by individuals or by rooming list
<input checked="" type="checkbox"/>	Expanded information fields; address, telephone, fax, E-mail, postal code
<input checked="" type="checkbox"/>	Group reservation source of business code
<input checked="" type="checkbox"/>	Enhanced group reporting
<input checked="" type="checkbox"/>	Labels for Key envelopes
<input checked="" type="checkbox"/>	Group Forecasts
<input checked="" type="checkbox"/>	Group history
<input checked="" type="checkbox"/>	Group export feature

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Front Desk – Details:

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Front Desk	
<input checked="" type="checkbox"/>	Integrated with Reservations, Groups, History, T.A. Commission, Accounts Receivable
<input checked="" type="checkbox"/>	Quick and easy check-in of guests with reservations and walk-ins
<input checked="" type="checkbox"/>	Efficient group check-in
<input checked="" type="checkbox"/>	Easy room pre-assignment
<input checked="" type="checkbox"/>	Ability to setup account for billing during check-in process
<input checked="" type="checkbox"/>	Ability to view and access all shares during check-in
<input checked="" type="checkbox"/>	Complete flexibility to modify information upon check-in
<input checked="" type="checkbox"/>	Ability to print registration card during check-in
<input checked="" type="checkbox"/>	Real time screen refresh every 10 seconds to ensure most up to date information
<input checked="" type="checkbox"/>	Reservations and in-house guests accessible by room #, guest name, company, group name, group and confirmation #
<input checked="" type="checkbox"/>	Enhanced room status display screens
<input checked="" type="checkbox"/>	Ability to schedule a range of rooms for maintenance
<input checked="" type="checkbox"/>	Ability to add/edit guest messages or locators
<input checked="" type="checkbox"/>	Ability to view/print old delivered guest messages
<input checked="" type="checkbox"/>	Log book for shift communication
<input checked="" type="checkbox"/>	Note pad/online concierge feature for important numbers, hours of operation, local attractions etc.
<input checked="" type="checkbox"/>	Post, display, print folio and checkout condensed into one area
<input checked="" type="checkbox"/>	Ability to view guest's reservation detail from checkout screen

<input checked="" type="checkbox"/>	Ability to re-register a checked out guest
<input checked="" type="checkbox"/>	Automatic settlement checkout feature
<input checked="" type="checkbox"/>	Variety of group checkout options
<input checked="" type="checkbox"/>	"Fast Posting" feature for posting multiple charges to a variety of guest quickly
<input checked="" type="checkbox"/>	Up to 9 folios per guest, each able to have own method of payment and credit limit, folio filters can be added, modified or deleted at any time
<input checked="" type="checkbox"/>	Automatic tax posting
<input checked="" type="checkbox"/>	Automatic adjustment of tax
<input checked="" type="checkbox"/>	Ability to move postings
<input checked="" type="checkbox"/>	Flexible folio printing (all transactions or by filter)
<input checked="" type="checkbox"/>	Option to balance by shift or by clerk
<input checked="" type="checkbox"/>	Extensive front desk reports (contact our sales department for details)
<input checked="" type="checkbox"/>	Call Accounting, Voicemail, PBX (phone switch), Point of Sale, In-Room Movies, Key Lock, and High Speed Internet integration

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**Night Audit & Revenue Report Management – Details:**

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Night Audit & Revenue Report Management	
<input checked="" type="checkbox"/>	Integrated with Reservations, Front Desk, Groups, Travel Agent, History, Accounts Receivable
<input checked="" type="checkbox"/>	Posting charges, display or print folio and checkout condensed into one area
<input checked="" type="checkbox"/>	9 folios per guest, each with it's own method of payment and credit limit
<input checked="" type="checkbox"/>	Folio filters can be added, modified or deleted at any time
<input checked="" type="checkbox"/>	Charge routing to guest, house or group master accounts
<input checked="" type="checkbox"/>	Fast posting feature
<input checked="" type="checkbox"/>	Automatic tax posting
<input checked="" type="checkbox"/>	Automatic adjustment of tax
<input checked="" type="checkbox"/>	Ability to move postings
<input checked="" type="checkbox"/>	Balance by shift or by clerk
<input checked="" type="checkbox"/>	Cash Control
<input checked="" type="checkbox"/>	Guest accounts
<input checked="" type="checkbox"/>	House accounts
<input checked="" type="checkbox"/>	House accounts can be set to clear automatically at month end (e.g. adjust or bill to A.R.)
<input checked="" type="checkbox"/>	Banquet accounts
<input checked="" type="checkbox"/>	Group accounts
<input checked="" type="checkbox"/>	Automatic billing of approved accounts to Accounts Receivable
<input checked="" type="checkbox"/>	Rate discrepancy report

<input checked="" type="checkbox"/>	Employee fraud control reports
<input checked="" type="checkbox"/>	Detail and Summary transaction listings
<input checked="" type="checkbox"/>	Revenue Summary report
<input checked="" type="checkbox"/>	Night audit auto-post (room, tax, and additional charges)
<input checked="" type="checkbox"/>	"One Button" automatic end of day
<input checked="" type="checkbox"/>	Easy to use error correction with audit trail
<input checked="" type="checkbox"/>	Adjustment breakdowns
<input checked="" type="checkbox"/>	Express check-out features
<input checked="" type="checkbox"/>	Audit reports stored in system for reprint, amount stored adjustable based on hard drive size
<input checked="" type="checkbox"/>	Efficient file maintenance features
<input checked="" type="checkbox"/>	Extensive cashier and night audit reports
<input checked="" type="checkbox"/>	Ability to enter daily sales figures from other departments into Revenue System
<input checked="" type="checkbox"/>	Custom revenue reports with MTD & YTD figures
<input checked="" type="checkbox"/>	Custom revenue reports with this year/last year comparisons
<input checked="" type="checkbox"/>	Export Revenue/Statistics feature


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History – Details:

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Guest History	
<input checked="" type="checkbox"/>	Unlimited History
<input checked="" type="checkbox"/>	Automatic search conducted upon creation of reservation to prevent master history record duplication
<input checked="" type="checkbox"/>	Individual record for each guests past stays
<input checked="" type="checkbox"/>	Guest comment history
<input checked="" type="checkbox"/>	Option to assign VIP Numbers for preferred guest plans
<input checked="" type="checkbox"/>	Ability to add History Flag to alert staff or blacklist guest
<input checked="" type="checkbox"/>	Compile statistics on number of stays and nights, room and total revenue
<input checked="" type="checkbox"/>	Easy modification of master guest history record
<input checked="" type="checkbox"/>	Guest history Letters
<input checked="" type="checkbox"/>	Guest history database search feature
<input checked="" type="checkbox"/>	Mailing labels
<input checked="" type="checkbox"/>	Guest history export feature
Account History	
<input checked="" type="checkbox"/>	Ability to view and print guest, group, banquet, or house accounts
<input checked="" type="checkbox"/>	Restore accounts from history to correct posting errors
<input checked="" type="checkbox"/>	Volume of accounts stored in system adjustable based on hard drive size
<input checked="" type="checkbox"/>	Data able to be transfer to floppy, optical or zip disk etc.
Group History	

<input checked="" type="checkbox"/>	Unlimited History
<input checked="" type="checkbox"/>	History Master created for each company
<input checked="" type="checkbox"/>	History Master maintains Individual record of each group booked
<input checked="" type="checkbox"/>	Individual group history record indicates daily statistics
<input checked="" type="checkbox"/>	Compiles daily statistics on original nights booked, actual pick-up, comp room revenue and total revenue
<input checked="" type="checkbox"/>	Easy modification of master group history record
<input checked="" type="checkbox"/>	Group history database search feature
<input checked="" type="checkbox"/>	Mailing labels
<input checked="" type="checkbox"/>	Group history export feature
<b>Company History</b>	
<input checked="" type="checkbox"/>	Unlimited history
<input checked="" type="checkbox"/>	Ability to track history of specific companies
<input checked="" type="checkbox"/>	Ability to attach up to 5 company names per History Master
<input checked="" type="checkbox"/>	Compile statistics on room nights booked, room revenue and total revenue
<input checked="" type="checkbox"/>	Easy modification of master history record
<input checked="" type="checkbox"/>	Company history database search feature
<input checked="" type="checkbox"/>	Mailing labels
<input checked="" type="checkbox"/>	Company history export feature
<b>Travel Agency History</b>	
<input checked="" type="checkbox"/>	Unlimited History
<input checked="" type="checkbox"/>	History Master created for each travel agency

	Compiles statistics on room nights booked, room revenue and total revenue
	Easy modification of master history record
	Travel Agency history database search feature
	Mailing labels
	Travel Agency history export feature

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Reports – Details:

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Reservations	
<input checked="" type="checkbox"/>	Arrival
<input checked="" type="checkbox"/>	Registration Cards
<input checked="" type="checkbox"/>	Confirmation Slips/Letters
<input checked="" type="checkbox"/>	Reservation Trail
<input checked="" type="checkbox"/>	Advance Deposit
<input checked="" type="checkbox"/>	Guest/Group Comments
<input checked="" type="checkbox"/>	Guest Listing
<input checked="" type="checkbox"/>	Daysheet
<input checked="" type="checkbox"/>	Package
<input checked="" type="checkbox"/>	Cot/Crib
<input checked="" type="checkbox"/>	Guest File Search
<input checked="" type="checkbox"/>	Guest Remarks Search
<input checked="" type="checkbox"/>	Room Juggler
<input checked="" type="checkbox"/>	Overbooked Dates
<input checked="" type="checkbox"/>	Rooms Inventory
<input checked="" type="checkbox"/>	Waitlist
<input checked="" type="checkbox"/>	Closeout
<input checked="" type="checkbox"/>	Preferred Customer Listing

Group	
<input checked="" type="checkbox"/>	Rooming List
<input checked="" type="checkbox"/>	Group Profile
<input checked="" type="checkbox"/>	Group Inventory
<input checked="" type="checkbox"/>	Labels for Key Envelopes
<input checked="" type="checkbox"/>	Group Sales
<input checked="" type="checkbox"/>	Groups Not Picked Up
<input checked="" type="checkbox"/>	Groups with Room Holds
<input checked="" type="checkbox"/>	Groups Past Cutoff
<input checked="" type="checkbox"/>	Group Contact
<input checked="" type="checkbox"/>	Tentative Groups
<input checked="" type="checkbox"/>	Groups with Master Accounts
<input checked="" type="checkbox"/>	Guest/Group Comments
<input checked="" type="checkbox"/>	Future Occupancy Forecast
<input checked="" type="checkbox"/>	Rooms on the Books
Front Desk	
<input checked="" type="checkbox"/>	House Flash
<input checked="" type="checkbox"/>	In-house Guest
<input checked="" type="checkbox"/>	In-house Rooms
<input checked="" type="checkbox"/>	Departure Report
<input checked="" type="checkbox"/>	Departure Folios

<input checked="" type="checkbox"/>	Express Checkout Folios
<input checked="" type="checkbox"/>	Rate Variance
<input checked="" type="checkbox"/>	First Time Stay
<input checked="" type="checkbox"/>	Registration Cards
<input checked="" type="checkbox"/>	Guest Message Slips
<input checked="" type="checkbox"/>	Room Use
<input checked="" type="checkbox"/>	Guest Remarks Search
<input checked="" type="checkbox"/>	Guest File Search
<b>Cashier/Transaction</b>	
<input checked="" type="checkbox"/>	Transaction Listing
<input checked="" type="checkbox"/>	Transaction Search
<input checked="" type="checkbox"/>	Cashier Reports
<input checked="" type="checkbox"/>	Transaction Summary
<input checked="" type="checkbox"/>	Removed Postings
<input checked="" type="checkbox"/>	Reversed Postings
<input checked="" type="checkbox"/>	Accounts over Credit Limit
<input checked="" type="checkbox"/>	Cash only rooms
<input checked="" type="checkbox"/>	Advance Deposit
<b>Night Audit</b>	
<input checked="" type="checkbox"/>	Transaction Summary
<input checked="" type="checkbox"/>	Current Blocked Rooms

<input checked="" type="checkbox"/>	Checked out Rooms
<input checked="" type="checkbox"/>	Housekeeping Floor Sheets
<input checked="" type="checkbox"/>	Floor by Floor Rooms Status
<input checked="" type="checkbox"/>	Rooms Maintenance
<b>Room Status</b>	
<input checked="" type="checkbox"/>	Rooms Status Summary
<input checked="" type="checkbox"/>	Current Blocked Rooms
<input checked="" type="checkbox"/>	Checked out Rooms
<input checked="" type="checkbox"/>	Housekeeping Floor Sheets
<input checked="" type="checkbox"/>	Floor by Floor Rooms Status
<input checked="" type="checkbox"/>	Rooms Maintenance
<b>House/Banquet</b>	
<input checked="" type="checkbox"/>	Account Listing
<input checked="" type="checkbox"/>	House Account Breakdowns
<b>History</b>	
<input checked="" type="checkbox"/>	Guest
<input checked="" type="checkbox"/>	Travel Agent
<input checked="" type="checkbox"/>	Company
<input checked="" type="checkbox"/>	Group
<b>Statistical Information</b>	
<input checked="" type="checkbox"/>	Integrated with Reservation, Group, Front Desk, Travel Agent and History

<input checked="" type="checkbox"/>	Daily, MTD, YTD Revenue
<input checked="" type="checkbox"/>	Average rate & occupancy statistics
<input checked="" type="checkbox"/>	Reservation source of business statistics
<input checked="" type="checkbox"/>	Market segment statistics
<input checked="" type="checkbox"/>	Geographic statistics
<input checked="" type="checkbox"/>	Rate Code statistics
<input checked="" type="checkbox"/>	Reservation statistics by person
<input checked="" type="checkbox"/>	Group revenue statistics
<input checked="" type="checkbox"/>	Travel Agent statistics
<input checked="" type="checkbox"/>	Company history statistics
<input checked="" type="checkbox"/>	Comprehensive history statistics
<input checked="" type="checkbox"/>	Extensive file search capability
<input checked="" type="checkbox"/>	Export capability
<input checked="" type="checkbox"/>	Guest and group inquiry letters follow-up features

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**Travel Agent Commissions – Details:**

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Travel Agent Commissions	
<input checked="" type="checkbox"/>	Commission percentage adjustable for each company
<input checked="" type="checkbox"/>	Option to separate Canadian and American commission runs
<input checked="" type="checkbox"/>	View or print commission due report
<input checked="" type="checkbox"/>	Ability to view and edit outstanding commissions prior to processing commissions
<input checked="" type="checkbox"/>	Print travel agency commission cheques
<input checked="" type="checkbox"/>	Travel agency commission cheque report

Accounts Receivable – Details:

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Accounts Receivable	
<input checked="" type="checkbox"/>	Integrated with Front Desk, Reservations and Account History
<input checked="" type="checkbox"/>	Unlimited accounts
<input checked="" type="checkbox"/>	Access to accounts receivable controlled by security levels
<input checked="" type="checkbox"/>	Complete customer profile
<input checked="" type="checkbox"/>	Detailed billing with multiple statement options
<input checked="" type="checkbox"/>	Automatic Interest posting
<input checked="" type="checkbox"/>	Aged Receivable summary & detail reporting
<input checked="" type="checkbox"/>	Overdue account cutoff
<input checked="" type="checkbox"/>	Ability to modify invoice number to facilitate offsetting transactions
<input checked="" type="checkbox"/>	Ability to search by invoice or transaction amount
<input checked="" type="checkbox"/>	Purge zero transactions globally or by account
<input checked="" type="checkbox"/>	Purged data accessible for viewing
<input checked="" type="checkbox"/>	Handy recall feature
<input checked="" type="checkbox"/>	Customer comments feature
<input checked="" type="checkbox"/>	Convenient viewing of original folio from within customer account

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