

Quick Guide – Hotel Comparison

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1. HOTEL BOOKING GUIDE

Search over 300,000 properties with a single tool that shows you exclusive offers and amenities. Book into partner properties and rates to unlock extra exclusives, pricing, as well as gain access into standard Sabre hotel rates without having to have Sabre access. Sell Hotel EDGE rates and increase your revenue by adding a markup amount to the rate. Build comparison options for your clients with up to four (4) different properties or different rates. Manage all your hotel bookings in one platform.



- Search over 300,000 properties with a single tool that shows your advisor exclusive offers and amenities to you and your client
- List and map views of search results
- Build a compare email to quote a client with up to 4 properties in a single click
- Easy to read, professional itineraries and invoices
- Add markup opportunities to EDGE rates
- Auto invoiced for finance commission tracking

1.1.HOTEL COMPARISON

You can build hotel comparisons of up to 3 different options by using the **shortlist** button. Comparisons can be built to compare different hotel properties OR different hotel rates. The shortlist column and checkbox on both the property and rate results pages will allow you to select which options you want to show on the comparison document. The shortlist checkbox will make it easy for you to go back and forth between the options when selecting the rates and adding any applicable markups.

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Property Shortlist

Room Rate Shortlist

1.1.1. Property Shortlist

Create comparisons of multiple properties by checking the shortlist boxes next to the properties and pressing SELECT to go to the next step.

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1.	Run your hotel search	•
2.	Check the shortlist checkbox next to the hotel properties	• You can compare up to 4 properties on one document
3.	Press SELECT button on last shortlisted option	•

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7.	Press QUOTE ALL	• 7	To save ALL tabs/properties press the QUOTE ALL button Will ONLY appear once all applicable EDGE rates have markup declared Will ONLY appear if there are more than one hotel abs open

1.1.2. Rate Shortlist

Create comparisons of multiple rates at one property by selecting the property and checking the shortlist boxes next to the rates and pressing SELECT to go to the next step.

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1.	Run your hotel search	•
2.	Press SELECT on the hotel property	•



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3.	Check the shortlist box next to the rates you want to compare	•	A new tab will open at the top of the page for each ate shortlisted
4.	Press SELECT on the last rate you want to compare	• }	ou can compare up to 4 rates on one document

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5.	Declare markup for ALL EDGE rates	• V p • V	Vill need to be done on each tab if EDGE rates are present Vill not be able to quote/quote all if not declared
6.	Press QUOTE ALL	• 7	o save ALL tabs/properties press QUOTE ALL

1.1.3. Access the Hotel Comparison

Once you have more than one hotel service on a single ADX reference, you will see a COMPARE button at the bottom of the reference page. This document will be a side-by-side comparison of the hotel options that you have captured. This document can be customized by adding client information, branding banners on the profile page, as well as adding extra notes. This document can be sent directly out of ADX or downloaded.

	ADX+ Home Partners Client	ts Resources	Ref. MdR, or Invoice # Anna Kulej •
	Multiple Hotel Services Sunday, September 11, 2022 - Saturday, Sep	nember 17, 2022	Advisor: Anna Kulej
ADX Reference	ADX Ref. 3C7YoU[Archive] Copy Quote] 2	Link Bookings	00711
	Trip Client & Travelers Payr	ment Service Fees Manage	C Refresh Quote
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Multiple hotel services	Actions: Modify		E Remove
	The St Regis Rome Plename Sep 11, 2022 - Sep 17, 2022		
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Compare Hotels		Compare Hotels	
1999-999 * DF-194210-1929519	Add ADX Service - Add non-ADX Ser	rvice + Compare Services +	Send Itinerary

1.1.4. Review the Hotel Comparison

The hotel comparison can be emailed directly out of ADX or downloaded. You can customize the document before sending or downloading.

	ADX+ Partners Clients Resources 💿 Inco	tonge v Cruse O. Adii Ref. PhR. or invision if Q Anna Kalej v
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Hotel rate details	Room & Rate Description			
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	Cancellation Terms			
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	Hotel Facilities (see hotel details for full isting)			
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Property information	Hotel Information			
	 39-066-2283753 Via Campania 45-Roma, Roma, Raly. 00185 (Show Map) 	20-064-7091 Via Vttorio E. Orlando 3. Rome, italy, 00185 (Show Map)	Mide Row	

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