

## *Easy InnKeeping 5.7* **DELUXE**

**For a single property with 1 user license. Ideal for 1-20 units.**

Designed to help you manage your reservations and use the gathered data in reports to help analyze your marketing and financials results.

<b>Point of Sale</b>	Quickly add charges, such as lunch, gift shop sales or other services provided in your property.
<b>Minimum Nights Restriction</b>	Allocate minimum nights restrictions during certain periods of the year like Memorial Weekend.
<b>Flexible Seasonal Rates</b>	Predefine the default rate to display the correct season rate base on the date of the reservation.
<b>Housekeeping Status</b>	Using color codes and reservation charts, modify room status or schedule a room for repairs and/or maintenance.

### QUICK RESERVATIONS

<b>Quick Reservation</b>	Make a Quick Reservation. Select date and room from calendar – then enter guest payment and contact details. Finished! Return to the calendar later to “check-in,” print a bill or add charges to their room.
<b>Advance Reservation</b>	Enter Guest, reservation & payment information in one central screen. Send email and print confirmation letters.
<b>Day, Week or Month at a glance</b>	View current or future reservations from these visual Daily, Weekly, and Monthly Reservation charts. These can be printed to distribute to housekeeping or the front desk.
<b>Functional Group Reservation</b>	Allow you to create a group reservation and to bill either the group or to split the billing.

### GUEST HISTORY & CORRESPONDENCE

<b>Send Customized Letters</b>	Immediately print or e -mail confirmation details! Customize letters and forms.
<b>Track Guest History, w/ instant recall.</b>	View detailed guest information and reservation history with one easy to read screen.
<b>Advanced Search</b>	Search for guests or reservations by date, name, phone number, email address or address.
<b>Database Marketing</b>	Various mailing lists can be filtered and sorted based on visit type, location and dates. All lists can be sorted and exported to excel.

### REPORTS & MANAGEMENT

<b>Customize screens and labels</b>	Labels in selected screens can be modified to capture information that is specific to your property.
<b>Run Key Analyses Reports</b>	Run a variety of reports, from Occupancy report, Income summary reports to complex custom reports. Choose from more than 35 standard reports, which you can preview and print.
<b>Customize your own Reports</b>	Build and customize your own reports to deliver the data you need.