

Quick card

Amadeus Hotels Plus

Get started and make more money with hotels!

With Amadeus Hotels Plus you get instant access to hotel chains, representation companies and leading aggregators.

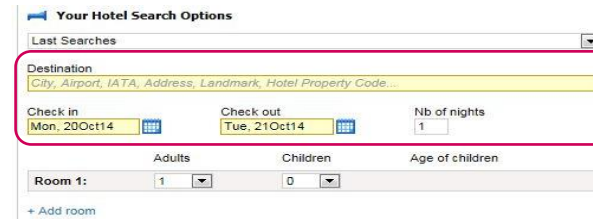
For some aggregators you will need to register before booking whether you are already affiliated to these aggregators or not. By registering you identify your agency and then you will be able to see your negotiated content and special contracted conditions (i.e. commissions, credit line, etc.).

Step 1 – We have mapped your aggregator account to your office id

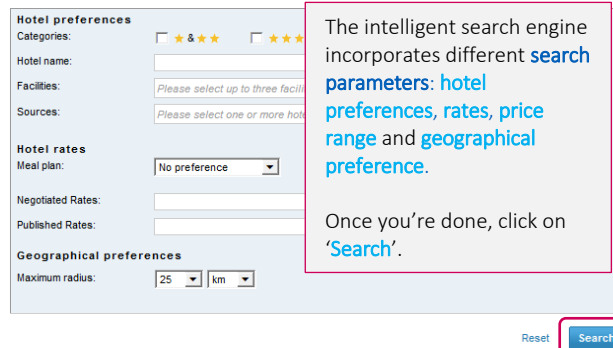
You will now see your agreed agency commission and rates directly in Hotel Plus. If the aggregators you are registered for do not show in the availability list, please contact [Service Bureau](mailto:service.bureau@amadeus.com) service.bureau@amadeus.com

Step 2 – Search for a Hotel

Start your search by filling in the [city](#), [airport](#), [IATA code](#), [Address](#), [Landmark](#) or [Hotel Property Code](#). The smart auto-completion feature will help you to select your destination quickly. Then, enter the [check-in & check-out dates](#) or only the check-in dates with the number of nights. Here you can also select the number of rooms and occupants (including children).



Refine your search

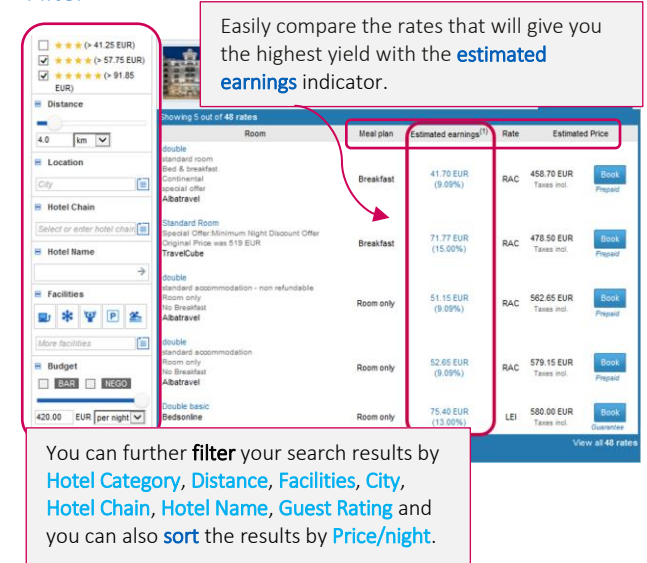


The intelligent search engine incorporates different [search parameters](#): [hotel preferences](#), [rates](#), [price range](#) and [geographical preference](#).

Once you're done, click on ['Search'](#).

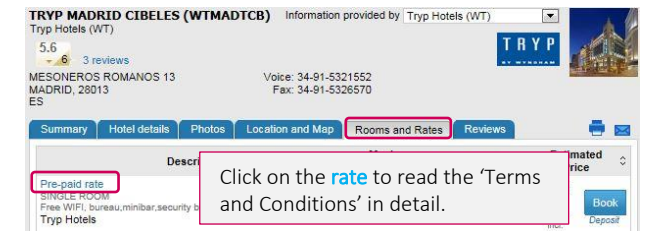
Step 3 – Choose and book a Hotel

Filter



View hotel details, rates and conditions

Click on the [name of the hotel](#) to display complete information including hotel details, photos, maps and all available rooms and rates from all providers that offer that hotel.



Compare hotels and rates



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hotels-plus.amadeus.com

Send a shortlist

Once you are done adding hotels or rates, click on 'Compare these hotels'.

You will get a list where you can select which fields should be included, edit rate related information and add additional comments. Then you can print it or send the shortlist to your customer by clicking on the email button.

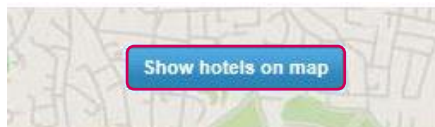
Book

Click on the **name of the hotel** to display complete information including hotel details, photos, maps and all available rooms and rates from all providers that offer that hotel.

Click on the **rate** to read the 'Terms and Conditions' in detail.

Book from a map

If you prefer, you can shop from a map. Click on 'Show hotels on map' and you will get all available hotels.



Select the **price** and you can see the rate and hotel descriptions.

Then click on the 'View rates' and proceed as in the availability display.

Step 4 – Provide traveller and payment information

After clicking on the 'Book' button, you will be taken to the 'Booking' page, where you will be able to fill in the traveller and payment information. The traveller information can be automatically populated from the PNR, as well as the method of payment from the agreement you have with the aggregator.

Click on the **rate** to read the 'Terms and Conditions' in detail.

Hover the mouse over the **rate** to display once again the cancellation policy, booking conditions and other policies.

Once you are done filling in the information, click on 'Send reservation request'.

Step 5 – Complete the reservation (check PNR)

Once you have sent the reservation request and the booking has been confirmed by the hotel provider, the **Reservation page** is displayed. The Reservation page shows **all the details of the hotel booking**, including traveller information, hotel details, rate and conditions.

Click on the **rate** to read the 'Terms and Conditions' in detail.

Now, by clicking on the **PNR tab** or retrieve PNR in the Command Page, you will see that your **hotel reservation is fully integrated in the PNR**.

Step 6 – Booking management

Please check the Booking Management Quick Card for details on how to retrieve and manage hotel bookings.