

# Technology QuickTip

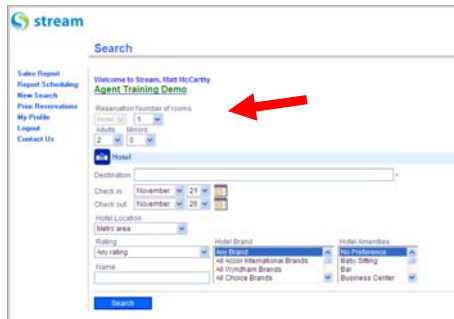
## Booking in Stream

Stream is a unique program allowing you to sell prepaid hotels in five easy steps. We've detailed each step for you to help you make the most out of your booking experience. In Stream you have access to over 70,000 properties, priced competitively and paying 12% commission. If you have any questions about Stream, feel free to contact Member Services at 800-843-0733.

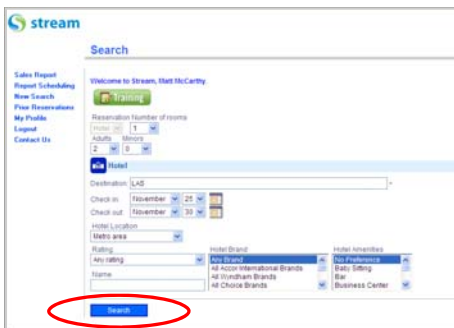
### 1. Enter your Search Criteria

Complete the search form for your desired destination and number of rooms.

- Number of Rooms: You can book a maximum of 2 rooms in Stream.
- Adults/Children: You can book a maximum of 4 guest per room.
- Destination: Enter in a city name or airport code.
- Check in/Check out: Enter in the date via the drop down menus or use the calendar widget.
- Hotel Location: search for hotels in a metro area or click on the "Select Another Location" option.
- Rating: Narrow your results by star ratings.
- Hotel Brand: Enter a name of a specific property.
- Hotel Amenities: Filter results to find properties with specific amenities.



When ready click on the "Search" button.

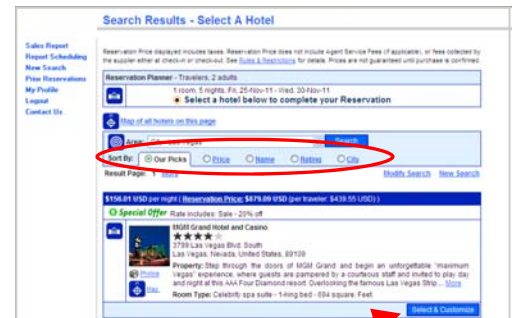


Best practice is to run your search with as few refinements as possible in order to receive the maximum number of search results.

### 2. Search Results Appear

There are many tools available here to help you find the right hotel for your clients. There is a map for all of the hotels on your current page and a drop down menu in the "Area" section to search for hotels in a more specific area. You can also sort your search results by the following:

- Our Picks
- Price
- Name
- Rating
- City



Click on the "Select & Customize" button to proceed with the property that you are interested in.

### 3. Enter Service Fees and Markups

Here you can save this reservation as a quote, email it to your clients, view your commission and add any service fees or markups. Markups appear as part of the hotel price to your client, while the service fee will appear as a separate line item. To book this hotel click on the "Continue" button.



**NOTE:** The pricing here is live, if the room type happens to sell out the new room price will be confirmed on the next page. There is a 10% service fee on all Markup and Service Fee amounts. To display a full breakdown of your earnings, click the link to view "Agent Commission Earnings."

## 4. Review your Reservation

Prior to entering payment information, review your final pricing and property selection.

**Reservation Information Review**

Please review all of the information with your customer and make changes if necessary prior to clicking on the Purchase button.

**\$156.81 USD per night (Reservation Price \$88.09 USD (per traveler) \$444.55 USD) - Traveler: 2 Adults, Rooms: 1**

**MGM Grand Hotel and Casino**  
 3799 Las Vegas Blvd. South  
 Las Vegas, Nevada, United States, 89109  
 Phone: 1-702-891-1111 | 1-702-891-1111  
 Fax: N/A  
 Check In: Fri, 25 Jun-11 03:00 PM  
 Check Out: Fri, 30 Jun-11 11:00 AM

Property: Step through the doors of MGM Grand and begin an unforgettable "maximum" Vegas experience. Where guests are pampered by a courteous staff and invited to join the fun and excitement of the Las Vegas Strip. Overlooking the famous Las Vegas Strip...  
**Area Served: McCarran International Airport "LAS"**  
 Room Type: Casino size suite - King bed - 934 square feet  
**Special Offer: Save 20% off**

Note: \* Hotel information provided by the property.  
 \* Call property to reserve special requests.

**Price**  
 Reservation Price: \$790.03 USD [Rules & Restrictions](#)  
 Service Charge: \$10.00 USD

**NOTE for our Canadian Members:** Pricing in Stream appears in USD, to convert it to CAD, you can use the on screen currency converter. However, the credit card will be charged in USD.

**Price**  
 Reservation Price: \$790.03 USD [Rules & Restrictions](#)  
 Service Charge: \$10.00 USD  
 Taxes and Fees: \$39.00 USD  
 Total Price: \$839.03 USD [Currency Converter](#) [@TravelPro](#)

Please inform the traveler that the following additional mandatory hotel charges will be collected by the hotel at check-out:  
 \$22 lock box per night includes free high-speed internet, access to mini-bar, Casino Room, and more. \*Taxable resort fee totaling \$100.00 USD.

**Traveler Information**  
 Due to the space inventory that we have, some suppliers are not offering double rooms or twins. Advise your customers to register any special program numbers at check-in if they are eligible.

ADULT1 First Name: Last Name:  
 ADULT2 Travelers cannot have the same name. First Name: Last Name:

**Contact Information (adult 1)**  
 Address: City: Country: State/Province:  
 Postal code: United States | Select  
 Day Phone: Home Phone: E-Mail:

Next, enter in your client's contact information. All of the fields indicated by an asterisk are required. The email address field is optional and if entered your client will automatically receive an email confirmation of the booking. If the billing address for the credit card is different from what was entered in the "Contact Information" section, uncheck the box below to enter the billing address for the credit card.

**Credit Card Information**  
 Credit Card Type: Select  
 Credit Card Number: Expiration Date: Validation #  
 Adult 1 is the owner of this credit card. Adult 1 details will be used.

**Prepayment:** Prepayment by credit card required.

**Changes/Cancellation:** Cancellations or changes made within 2 days prior to 8:00 PM local hotel time on the day of arrival are subject to a 100% charge. Cancellations or changes made after 8:00 PM local hotel time on the day of arrival are subject to a 150% charge. We are sorry but refunds are not available for early check-out.

**For Rules and Restrictions:** \* In the customer making the booking, and I agree that each customer has accepted the Rules and Restrictions.

**Purchase** [Cancel](#) [Reservation Details](#) [Search Results](#) [Modify Search](#)

Fill in the credit card information to secure the reservation. Changes and Cancellation policies that appear on this page are unique to this property and include any details on cancellation fees. When ready, click on the "Purchase" button.

**NOTE:** Only one credit card can be used per booking.

Your booking is complete.

## 5. Booking Confirmation Email

You will automatically receive an email confirmation for your reservation, showing the reservation details and the agency contact information. If you entered your client's email at time of booking, they receive the same confirmation. You can also forward the confirmation to them from your email.

**Reservation Confirmation E-Mail**

**PRINT THIS ENTIRE CONFIRMATION** - This confirmation will act as your HOTEL VOUCHER. You will need to present this to the hotel front desk upon arrival as PROOF OF PURCHASE.

Thank you for your purchase! We appreciate your business. Please review the confirmation information below carefully.

Price Summary		Confirmation Codes	
Reservation Price	\$23.20 USD	Reservation	NG1006980204
Service Charge	\$0.00 USD	Hotel	RRRUZH
Taxes And Fees	\$2.81 USD		
<b>Total Reservation Price</b>	<b>\$26.01 USD</b>		

**Traveler Information**  
 Traveler 1: Karen Blauw  
 Email Address: [kblauw@travellers.com](mailto:kblauw@travellers.com)

**Billing Information**  
 Name: Tiffany Glass  
 Credit Card: Visa No. 2937  
 Your credit card will be billed as OWWV\*TravelAgent Servc

**Reservation Details**

**Arizona Charlie's Boulder** ★★★★★  
 Address: 4575 Boulder Highway  
 Phone: 1 702-951-5800, 1 702-951-5800  
 Room: Standard room - 2-double beds.  
 Type: **Special Offer Book Early - Save 20%**

Price does not include incidental hotel charges such as room service, telephone calls, etc. Please present a credit card for incidentals upon check-in.

**Contact Information**  
 Contact your travel agent:  
 By Phone: 01-800-5554321  
 By E-mail: [karen.blauw@gmail.com](mailto:karen.blauw@gmail.com)  
 For emergency, inquiries from the hotel, please call 800-529-8728 International calls: 312-725-7600  
 Please have your confirmation numbers ready for faster service.

If your client has any emergencies with their hotel accommodation, there is a 24 hour number that they can call included on their confirmation notice.

**Note:** This confirmation will act as your client's hotel voucher. They can present this to the hotel front desk upon arrival as proof of purchase if needed. .