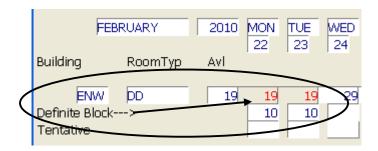
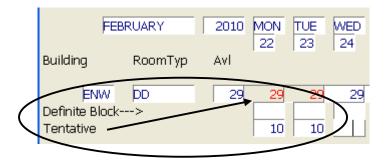


Blocking Rooms Definite vs. Tentative

To block rooms to come out of inventory the room block on the group reservation must be DEFINITE.



To block rooms tentatively on the group reservation and NOT come out of inventory, the room block must be created under the TENTATIVE option



To have both DEFINITE BLOCK and TENTATIVE options appear on the group block screen:

Front Desk Maintenance | Codes | Group Status Codes

- Page down to see the settings:

NOTE: Below, the Inventory Status of '1' does not make a difference as to whether the rooms come out of inventory or not. The rooms come out of inventory for Definite and NOT for Tentative.

- A Tentative option will not appear on the Group Block screen if these steps are not done







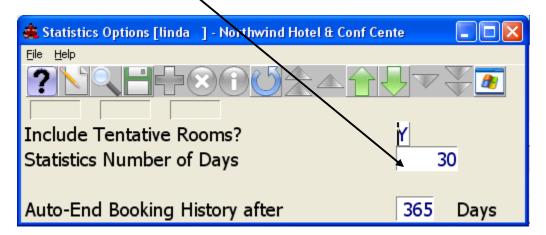


Setup

In order for the Tentative block to appear on the GRC screen in S&C even though the tentative block doesn't come out of inventory:

Sales & Catering Maintenance | Set Up | Statistic Options

Number of Days is how long out do you want to see the accurate room block info on the GRC screen. 30 Days is used here as an example, but the user could put in as many days as wanted.



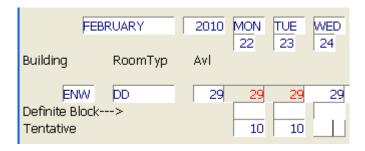




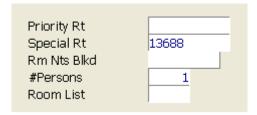
Examples

Based on the above example where the 10 rooms are in the 'tentative' fields on the group block screen and the S&C booking is in TN status, here are 4 screen prints:

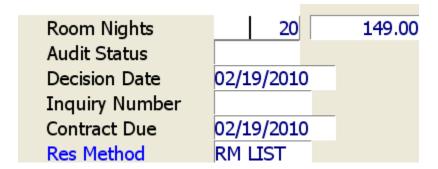
1. Group Block screen as tentative room block



2. Room Nights on group reservation screen



3. S&C booking Room Nights field



4. S&C GRC screen for that date.

NOTE: Once the S&C booking is moved to CF – Confirmed status then the below '10' Grp Rms Tentatv will move to Grp Rms Confirm. The status of the group block on THIS screen is strictly based on the status of the Sales and Catering booking and not the status of the group reservation or the room block.

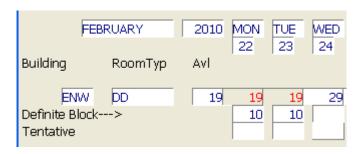




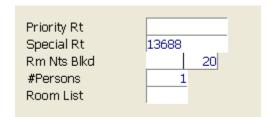
| Date | 02/23/2010 | Bld | ENW |
|-----------------|------------|---------------------|------------|
| | | TUE 23 | WEC 24 |
| Directives | | <mark>1</mark> 2 | 1 2 |
| Guest Rms Avail | | 106 | 106 |
| Grp Rms Confirm | | | |
| Grp Rms Tentatv | | 10 | |
| Grp Rms Quote | | | |
| Sell Rate | | | |
| Bld | Room | MAE | MAE |
| ENW | BALLROOM | id <mark>d d</mark> | |
| ENW | BR EAST | T T T | |
| ENW | BR CENTER | T T T | |
| ENW | BR WEST | T T T | |

Based on the above example where the 10 rooms are in the 'DEFINITE' fields on the group block screen and the S&C booking is in a Tentative status, here are 4 screen prints:

1. Front Desk Group Block screen



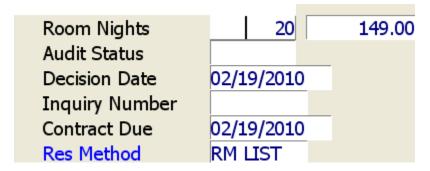
2. Room Nights on Group Reservation Screen



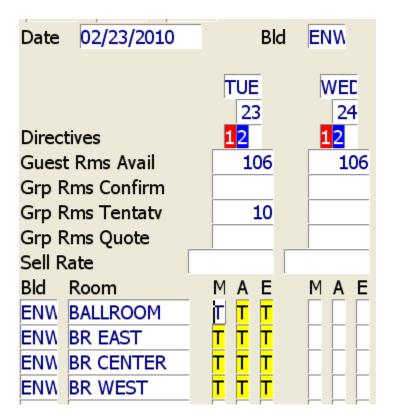




3. Room Nights on S&C booking screen



4. S&C GRC screen for that date



NOTE: Once the S&C booking is moved to CF – Confirmed status then the below '10' Grp Rms Tentatv will move to Grp Rms Confirm. The status of the group block on THIS screen is strictly based on the status of the Sales and Catering booking and not the status of the group reservation or the room block.

