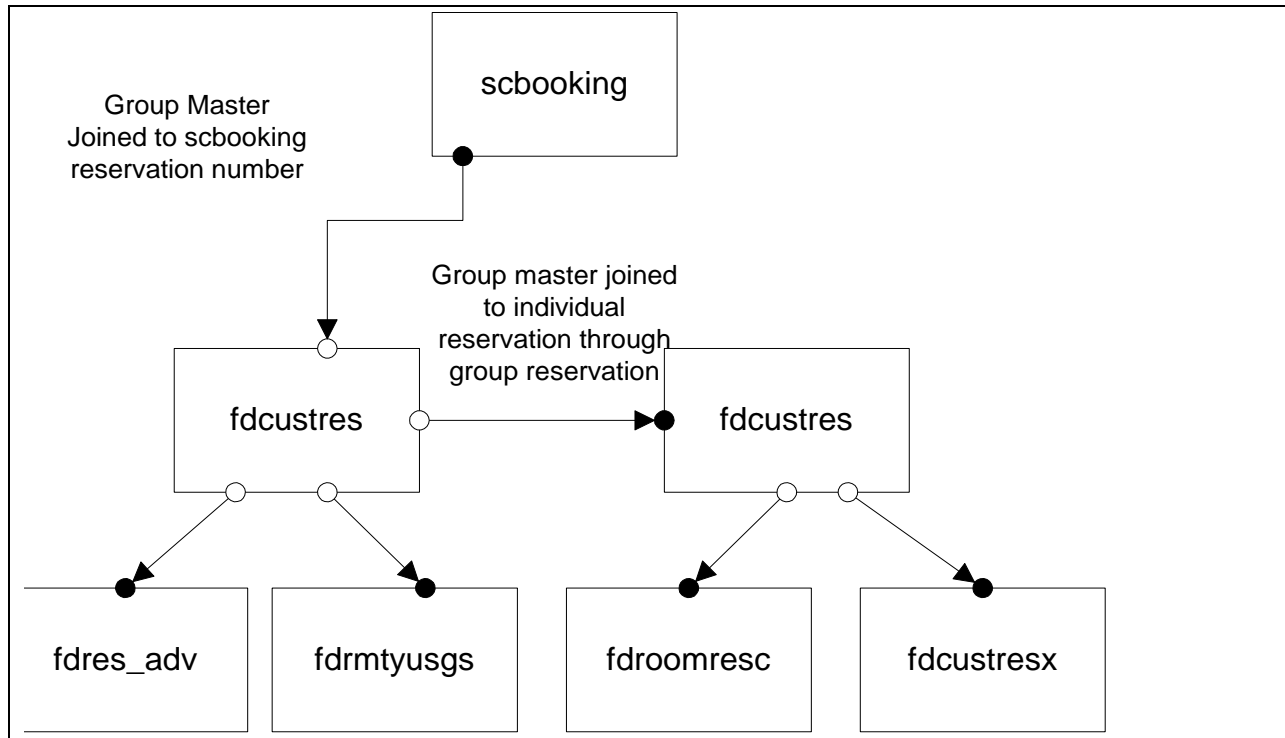


Sales and Catering / Front Desk Data Dictionary

Quick Reference Guide

Schematic



scbooking Sales & Catering booking master

This table contains all information related to the booking as a whole, including start and end times, expected and guaranteed numbers, status, and contacts.

booking_number 9(8)

A unique eight digit code generated by the system. All booking numbers should be generated by the sub-program scbkgn.

client_code 9(8) binary

Pointer to client name and address on mailing list file maclient.

description x(30)

Short description of the booking. This description is printed on all reports regarding the booking.



booking_status x(2)

Status of this booking, this field may have the following values:

- “qt” - information request - not yet implemented
- “tn” – tentative
- “cf” - confirmed
- “po” - posted
- “xl” - cancelled

account_mgr x(8)

The user id of the person responsible for the booking; it defaults to the person who created the booking.

start_date date

start_time time

end_date date

end_time time

expected_adults 9(6) binary

expected_children 9(6) binary

guaranteed_adults 9(6) binary

guaranteed_children 9(6) binary

basic_svcchg_type x(6)

Basic service charge type to be applied to entire booking. Service charges are applied only at the event level. Edited against gbsvcchg.

cover_svcchg_type x(6)

Cover charge type to be applied to entire booking. Service charges are applied only at the event level. Edited against gbsvcchg.

contact_name x(30)

The name of the main contact person at the customer for the booking. This is usually the on-site contact

contact_suffix_no 9(4) binary

If the contact exists in the client contact table as a contact for this client, then the contact suffix number points to their record. It is not, however, necessary to set up the contact in the client contact table.

date_keyed date

date_changed date_time

reservation_number 9(8) binary

The group reservation number, if there is an associated Front Desk reservation for this booking. The reservation will exist in the fdcustres table, with a reservation type of “g”. This is the main link between the S&C and FD systems.



group_id x(8)

cancel_code x(4)9(6)

Edited against sccancel. The reason for the cancellation of the booking. Left null if status is anything other than "xl"

cancel_date date

The date the booking was cancelled. Left null if status is anything other than "xl".

cancel_clerk_code x(8)

The user id of the clerk who cancelled the booking. Left null if status is anything other than "xl"

billing_client_code 9(8) binary

Pointer to A/R account to use when transferring folios to A/R for billing.

audit_started_flag x(1)

Simple Y/N flag to indicate whether or not the audit has been started. If blank, then "N".

audit_done_flag x(1)

Simple Y/N flag to indicate whether or not the audit has been completed. If blank, then "N".

ar_post_done_flag x(1)

Simple Y/N flag to indicate whether or not the folio has been posted to A/R. Once posted, the folio can no longer be modified from within Sales & Catering. If blank, then "N".

folio_per_event x(1)

This flag defines how the bookings will be posted. There are three options and instructions for finding the folio header record (*gbfol_head*) are:

- "y" – Create an A/R folio for each event. In this case, the source module on the folio is "sc", the source_id is the booking number and the sub_source_id is the event number.
- "n" – Create a single A/R folio for the entire booking. In this case, the source module on the folio is "sc", the source_id is the booking number, and the sub_source_id is 0
- "g" – Create a single folio for the entire booking, but make it visible to the group reservation in front desk. In this case, the source module is "fd", the source_id is the front desk group reservation number (reservation_number) on the scbooking record, and the sub_source_id is 9000.

sba_current_user x(20)

fb_discount_type x(6)

room_discount_type x(6)

market_segment x(8)

fdcustres Customer Reservation Record

PURPOSE: This file holds one record for each reservation in the system. The date a reservation is created, reserved, registered (checked in), cancelled or checked out and the clerk who performed the function will all be stored in the reservations log.

If the arrival and/or departure dates of the reservation are changed the original arrival and departure dates will be stored in the reservation changes log. The number of nights the reservation is staying is equal to the departure_date minus the arrival_date. This figure is not stored here explicitly because it may be easily recalculated.

The fields car_license, car_make, car_year, car_province, airline, and flight may be entered as reservation attributes if they are needed. Service codes (eg. Flowers, Champagne in room etc.), housecleaning services (eg. New linen every 3rd day at york) and special charges (eg. Daily newspapers) must all be handled in such a way that future reservations for the same guest may access a list of services from previous stays (as we provided in the old Guest History system).

There is no default building field in this file because a reservation may have inventory from many different buildings. From a General Ledger point of view the G/L property is on each folio detail record and is not the same as the building.

This file holds past stays (ie. Guest History) as well as current inhouse guests and future reservations.

reservation_number 9(8) binary

A unique eight digit code generated by the system. All reservation numbers should be generated by the sub-program fdresgn.

reservation_status x(1)

- '1' = Reserved
- '2' = Inhouse
- '3' = Checked out
- '4' = no-showed
- '5' = Cancelled
- '9' = Waitlisted

reservation_type x(1)

This field indicates what type of reservation this is and may have the following values

- "i" - Individual
- "g" - Group Master
- "s" - Sharer Master
- "w" - Wholesaler Master - not yet implemented
- "o" - Offmarket

No Folios may be added to a type O reservation.

arrival_date date

arrival_time time

departure_date date

departure_time time

mailing_code x(1)

To whom should the confirmation or folio be mailed to:

- 'g' = guest
- 'a' = A/R client
- 'c' = company
- 'r' = caller

home_client_code 9(8) binary

Pointer to home name and address on mailing list file maclient.

company_client_code 9(8) binary

Pointer to company name and address on mailing list file maclient.



billing_client_code 9(8) binary

Pointer to A/R account to use when transferring folios to A/R for billing,

reserved_by_client_code 9(8) binary

Pointer to name and address of person who made the reservation. This field is called "Caller Name" on some screens.

guest_type_code x(8)

Uses fdguesttyp for possible values

source_of_business x(8)

Uses fdsrbus for possible values

sub_source_of_business x(8)

Uses fdsrbus for possible values

sharer_code 9(8) binary

Reservation_number to link all reservations belonging to the same set of sharers. This is always the reservation number of the sharer master reservation. If the current reservation is an individual then it can not have any inventory associated with it in the Room Type Usage file (fdrmtysge). All inventory will be associated with the sharer master reservation. This way the inventory is only blocked once but it is associated with all reservations that have the same sharer_code.

group_reservation 9(8) binary

The group reservation to which this visit belongs. If the guest did not belong to a group, then it will be blank or zero. When performing groupings or filters based on whether the visit was a group member or not, use this field.

Example

*Select * from fdcustres where group_reservation = 0 for all non group guests*

folio_template_code x(8)

Which folio template was assigned, based on guest type. References to fdfol_tmpl

cancellation_number 9(8) binary

System generated number from fdcustres when reservation is cancelled

credit_limit x(4)

credit limit code assigned. References gbcrdt_lim for actual dollar values.

confirm_send x(1)

Flag to state whether to create a confirmation letter via batch processing. 'Y' or 'N'

guaranteed_flag x(1)

Flag to state whether reservation is guaranteed or not. 'Y' or 'N'.

gender_code x(1)

'M'(ale), 'F'(emale), or 'U'(nknown) if gender control is utilized. Otherwise blank

group_post x(1)

Post room and interface charges to group master, 'Y' or 'N'

guaranteed_by_type **x(4)**

How is the reservation guaranteed: Choices are

- clrk
- a/r
- cc
- cash
- (blank, when not guaranteed)

guaranteed_by_method **x(8)**

Uses credit card code when guaranteed_by_type = cc, or clerk_id when guaranteed by clerk

settle_by **x(4)**

How is reservation to be settled. Choices are:

- Credit card code if by credit card
- A/R if settle to a/r
- Cash if guaranteed by clerk or cash
- Blank if unresolved

central_reservation **x(14)**

central reservation number from CRS interface. Not editable

vip_status **x(1)**

fdrmtysgs Group Room type summary

Purpose: This file holds a summary by building and room_type of the inventory assigned to each group.

This file is used for quicker display and access to group room type usage. Since no original information is stored in this file, this file may be removed at any time and completely recreated using the room type usage file (fdrmtysge).

This summary includes all room types held by the group master and also all room types held by individuals who are members of the group. If inventory is assigned directly to an individual group member this file is still updated. No distinction is made between inventory assigned to a group master then moved to a group member and inventory assigned directly to a group member.

group_reservation 9(8) binary
Reservation number of group master.

building_code **x(3)**

room_type_code **x(6)**

In combination with the Building code, this must exist in the room type file.(*gbrmtype*).

sba_date **date**

Date for which the record applies

number_rooms_blocked **9(5) binary**

Taken from the room type usage file, this is the number of rooms blocked by the group master or picked up by any group member for a particular day for a particular room type.

number_rooms_tentative **9(5) binary**

This is the number of rooms tentatively blocked by a group master.



number_rooms_picked_up 9(5) binary

Taken from the room type usage file, this is the number of rooms picked up by a group member for a particular day for a particular room type.

number_first_block 9(5) binary

This is the number of rooms originally blocked for use by the group for a particular day for a particular room type.

number_final_block 9(5) binary

Number of rooms of the specified room type code finally blocked for the group.

number_from_house 9(5) binary

inventory_status x(1)

Not yet implemented

fdroomresc Reservation room information

This file contains all charges (excluding taxes) to be posted for a reservation for its entire stay. If the room number or room type is held by a sharer then there could be more than one record for the same room number for the same day.

No calculations are done when building this file. All calculations are done when building the work file *wkfdrates*. All records in this file are copied directly from *wkfdrates*. At posting time all records are copied directly from this file to the folio details file (*gbfol_det*).

Taxes are not stored in this file, they are calculated at the time these records are posted to the folio detail file (*gbfol_det*). If the *currency_code* of this record is not the same as the home *currency_code* (*gbglbmst.currency_code*) then the currency conversion will be calculated before this record is posted to the folio detail (*gbfol_det*).

This file holds charges for inventory and non-inventory charges (eg. Parking, Cots etc.) as well.

reservation_number 9(8) binary

This is the reservation number of the guest who should be billed (*fdcustres*).

sub_resevation_number 9(4) binary

This field is to allow a unique link for all records across many days that make up one charge. If this is less than 1000 then it corresponds to the *sub_reservation_number* of a piece of inventory in the room type usage file (*fdrmtysge*).

sba_date date

This is the date that is being billed for.

suffix_no 9(4) binary

This is a sequence number needed to make the primary key unique because for packages and non-daily rates with breakdown there may be more than one charge for a single day for the same piece of inventory for the same reservation.

posting_code x(4)

If this is a non-package rate then there will be one record for this guest for this day and this field containing the *rate_type* with a *folio_type* of '' and if this rate is to be broken down on a breakout folio there will be a record with a *folio_type* 'B' showing the amount to be posted to the breakout folio and the *posting_code* to use. If this is a package rate then there will be more than one record for this guest for this day and this field will contain the *rate_type* assigned to the guest if its *folio_type* is set to '' to post to the main folio, or this field will contain the *posting_code* for the package detail if its *folio_type* is set to 'B' for breakdown.



folio_type x(1)

This field is ' ' if the charge should post to the main folio as a rate, or 'B' if it should post to the breakdown folio as a package detail.

rate_category x(6)

The category this rate belongs to, eg. rooms, food etc. This is validated against the files fdratecatg and fdratetype. When posted to the folio detail (gbfol_det) this field corresponds to the field gbfol_det.record_type.

rate_type x(8)

Rate type, from fdratetype

building_code x(3)

The building the guest is in. This field may be blank if this is a non-inventory charge. Validated against gbbuilding.

room_code x(6)

The room the guest is in. This field may be blank if the room number has not been assigned yet or this is a non-inventory charge. It is validated against gbroom.

room_type_code x(6)

The room type the guest is in. This field may be blank if this is a non-inventory charge. Validated against gbroomtype.

room_type_occupancy 9(3)v9(3) ascii

This is the percentage occupancy of this room type when the rate was calculated in wkfdrates. This is necessary so that the rate can always be calculated using the same figures as the when it was originally calculated.

hotel_occupancy 9(3)v9(2) ascii

This is the percentage occupancy of this hotel just when the rate was calculated in wkfdrates. This is necessary so that the rate can always be calculated using the same figures as the when it was originally calculated.

unit_amount 9(12)v9(2) ascii

This field is for non-inventory charges only. This contains the amount to charge calculated from the rate files for a single non-inventory charge.

quantity 9(5) binary

This field is for non-inventory charges only. This is the number of occurrences of a particular charge.

amount 9(12)v9(2) ascii

The amount calculated for this guest for this day based on the rate files. For non-inventory charges this is unit_amount multiplied by quantity.

folio_number 9(8) binary

This field holds the folio number this charge was posted to. This field should be initialized to zeroes and then be updated when the charge is automatically posted to the folio during the night audit.



folio_sequence **9(8) binary**

This field holds the sequence number of the folio detail this charge was posted to. This field should be initialized to zeroes and then be updated when the charge is automatically posted to the folio during the night audit.

created_date_time **9(8) binary**

This is the date and time this record was created. This field is needed so that if any of the rate setup files are changed after this rate is calculated that may be indicated on the screen that shows the breakdown of how this charge was calculated.

total_flag **x(1)**

If this flag is "y" then this charge represents either the total amount posting at the beginning of a breakdown rate or the reversal of the same amount.

currency_code **x(4)**

This is the currency to be used when posting this charge to the folio detail file (gbfol_det).

ticket_number **9(8) binary**

If associated with a meal or other kind of ticket, this is assigned to the ticket number when a ticket is generated based on the charges. This number links a number of fdroomresc records across a number of days.

supplier_client_code **9(8) binary**

For services (sub_reservation_number over 5000) this is the supplier code of the service.

time_reserved **time**

This is the actual time booked by the guest for the service.

fdcustresx - Customer Reservation Extra Persons

This file contains the number of people entered for each reservation broken down by category. Every reservation may have people from many different categories but only one record per category may be created.

reservation_number

Reservation number of guest

xtra_persons_code

Category of the people associated with the reservation. This field is validated against fdxtra.

number_of_persons

Number of people in this category.

fdres_adv - Reservation Advance Deposit Requests

This file contains a list of all advance deposits requested for each reservation. All advance deposits received, refunded or applied will be posted directly to the reservation's folio. This file will contain requested amounts only. No G/L or source codes are needed because the amounts in this file do not represent actual dollar amounts received and therefore should not appear on the general ledger. There is no direct link between a specific advance deposit request and a specific dollar amount received in a folio. To determine if all advance deposits requested have been received the system adds up the total of all payments on all folios and compares that to the total of all requests in this file.



reservation_number **9(8)**
The reservation number of guest or group.

suffix_no **9(4)**
Sequence number used to make index unique, each reservation may have an almost unlimited number of advance deposit requests.

advance_deposit_due_date **date**
The date the hotel wants the advance deposit by

advance_deposit_due_amt **9(7)v9(2)**
The amount requested of the guest or group.

description **x(30)**
An explanation of why the request was made.

clerk_code **x(8)**
clerk_code will be equal to "policy", if the record was created automatically, otherwise it will be equal to the clerk's name who updated the information of advance deposit. Once any record is updated manually, then whole information of advance deposit will be kept no change.

date_keyed **date**
The date the hotel made the request of the guest or group

time_keyed **time**
The time the hotel made the request of the guest or group

shift_keyed **9(1)**
The shift the hotel made the request of the guest or group