



Xenia - Hotel Management Software

Xenia is an online Hotel Management Software that provides you with the ease and flexibility to manage reservations and bookings through its online module. In addition to online bookings and reservations you can also manage a host of front office activities like check in/ check out, general financial accounting and business report generation.

Online Booking:

- Integrated Web Booking module for your Hotel's website.
- Real time view of room availability and prices.
- Real time confirmation of room booking for customer.
- Offer alternative multiple rates & packages based on stay dates
- Automatic creation of Guest Account, that enables them to edit their reservation or book a new one.
- Automatic confirmation email with booking details and policies.

Payment:

The software facilitates payment through debit card, credit card and online banking.

Centralised Administration

- Allows management of multiple hotel properties with Management/ Super Administrator/ Administrator Logins, Unlimited number of (staff) user account creation, Real time financial status available to authorized users. Negotiated Rates with flexible Commissions/Discounts for travel agents, sources of business etc, Facilitation of Promotional Discounts with daily and long stay rates.

Check in:

- Facilitating check in entry to reserved rooms, Allow for multiple guest names and sharers per room, Facilitate Group Check Ins., Allow for extended stay facilitation, Direct and Easy interface for making online credit card payments, Secure processing of credit card Etc.

Check Out:

- Printing of check out bill with multiple splits and routings, Allow for late check out and levy of extra charge, Single or common bill for room sharers and groups, Facilitate group check outs, Forms of payment including cheques, traveller's cheques, debit and credit cards, bill to company

Reservations Management

- Viewing of Room Status, availability, Group reservations, Inquiry of guest scheduled, Travel agents Code, Facilitates collection of deposits for room reservations, Confirmation of reservation by email or SMS. Etc..

Financial Accounting

- Day Book (Check in & Check Out)
- Reservation Reports (Online & Pending)
- Day book / Cash Book / Ledger Reports
- Receipt & Payment Report
- Luxury Tax Statement
- Trial balance.

MIS Reports

- Check In & Check Out Daybook
- Reservation Reports Pending / Confirmed
- Occupancy Chart
- Agent Wise Sales / Commission Report
- Room Service Report