

Franchise Operations – Standard Operating Procedure

02.Operations - Discounts Setup

SETREC - 005

Overview

There is a standardised matrix of discounts created in the Property Management System that are visible and able to apply a percentage discount to a reservation. The Discounted percentage can be used when quoting via quick quote, applying a discount to an existing reservation/s or when creating a new reservation.

Standard

Ensuring all properties, and respective employees, are adhering to the expected guidelines to maintain data integrity throughout the network, whilst performing operational duties.

Procedure

Properties are unable to create additional discounts. For any service requests please contact the revenue team at revenue@questaartments.com.au

Version Control

Version	Issue Date	Developer	Approval	SLT Meeting Review
01	08 April 2020	Quest Academy	David Valentine	