

## Franchise Operations – Standard Operating Procedure

02. RMS Enterprise - Rate Type Setup

SET – 014

### Overview

The Rate Type Setup allows the user to create/edit a Rate Plan linked to the current Rate Structure in the Property Management System. The properties Rate Types are setup in accordance with the properties Rate Schedule to ensure accurate information is provided and maintaining appropriate standards of data integrity.

### 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/edit any Rate types. For any service requests please contact the revenue team at [revenue@questapartments.com.au](mailto:revenue@questapartments.com.au)

### Version Control

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