## Latinconnect User Tip: Brochure with prices

Creating a beautiful brochure including prices and rate conditions within minutes? We make it possible! You urgently need a Sales Brochure for just one specific product or hotel including prices and have no time to create a whole manual? We offer the solution.

To make things faster we have come up with something great and you can now create a brochure including prices, photos, and texts!

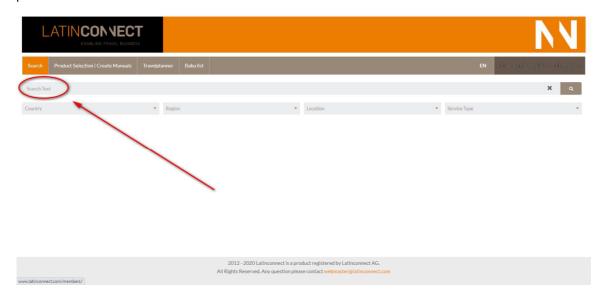
As usual we will show you in some quick steps how to easily us this tool. What you need before we can start?

- 1. a valid Latinconnect access
- 2. make sure you know which product you need to be in the sales manual

Make sure you have this covered and we can start with the explanation of the 5 easy steps:

## Step 1:

After you have logged in, please click on "Search" or use the filters to find the corresponding product.



## Step 2:

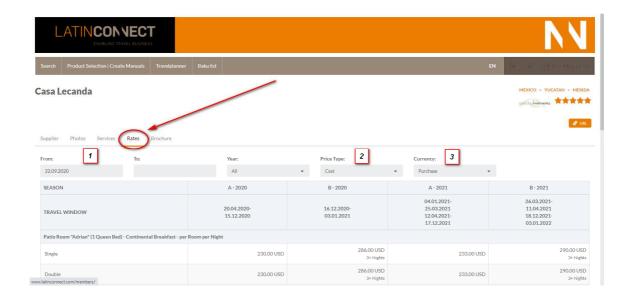
After choosing your product (in this case a hotel) Click on «rates»:

<u>Date (1)</u> from / to which date («from» «to» or «year»)you would like to include the prices in the manual

<u>Price Type</u> (2), which price structure you want to be shown in the price list (just selling price «Cost» or a previously established reseller price «Intermediate»/«Client»)

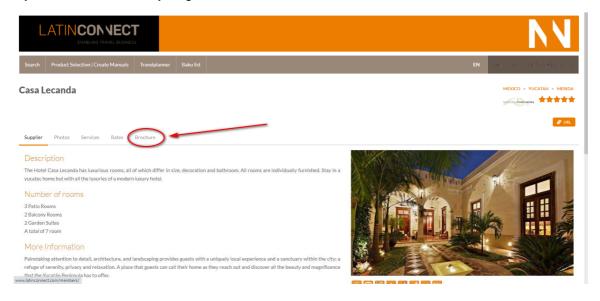
Caution: if no selection is made your selling price is shown

<u>Currency</u> (3) when "Purchase" is chosen you will always be reflected U\$Dollar, if «Sales» is selected you will be shown the corresponding currency of the country of your company location.



Step 3:

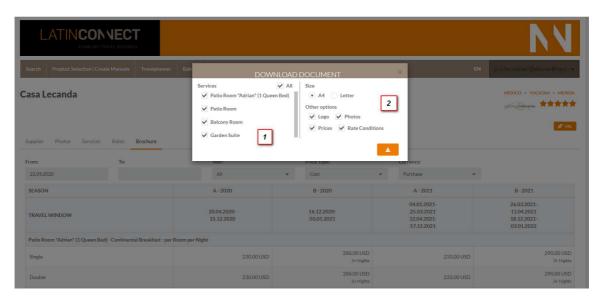
If you have selected everything needed, click on «Brochure».



Step 4:

New options are shown and you can choose:

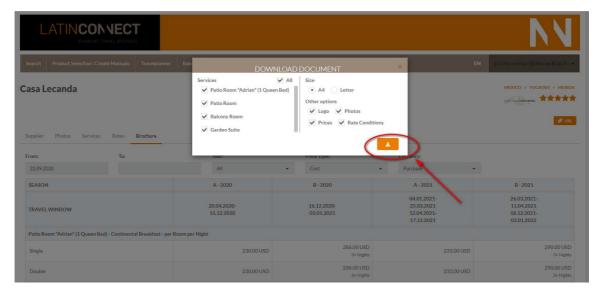
- in case of hotels if you need to include just one or all rooms (1)
- if the Logo, photos, rates, or rate conditions whether should be included or not (2)



Please note that if rate conditions are not selected important information concerning child policies or offers could be missing. We suggest to always include the rate conditions if prices are included in the brochure.

Step 5:

If all selections are made, just click on the print button as shown on the picture.



In the background the brochure will be created and saved to your computer as a Word.

If you need any further assistance or guidance please do not hesitate to get in touch anytime.

Have fun creating and get started!