



Guestlink Checklist

MWT Helpdesk 01645 702653 | guestlink@mwtcymru.co.uk

GUESTLINK – THE BASICS

Please contact us if you need help with:

- Logging on to Guestlink
- >Welcome - Set Favourites
- Update > Details (Contacts / images/ properties/products/accessibility)
- Update > Offers
- My Channels – view channels you are signed up to
- Reports - useful for monitoring web page views/bookings/occupancy
- My Guestlink > website display options
- Receive Guestlink enews updates

GUESTLINK ADVANCED

Please contact us if you need help with any of the following:

- Update > Price Plans
- Update > Availability
- Managing your Bookings
- Managing your ‘overnighter’ microsite
- Online Sign up
- My Channels – select channels to view web entry & access ‘link to us’ details

GUESTLINK PLUS: Discount on a range of Guestlink + Products

In addition to the standard Guestlink system that you access as a member of MWT Cymru, you may also add a number of Guestlink + products to offer greater choice for your guests/visitors and **maximise income generating opportunities** for you.

These are all available at a **discounted rate for MWT members** and you can upgrade to one or more at any time by completing the online direct debit agreement. To sign up:

- Log on to guestlink.co.uk
- Select welcome>online sign up> Select your required option from the list



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Please contact us if you would like help or further details on any of the following:

ACCOMMODATION SIGN UPS AVAILABLE

GL+ Web Booking

Make the most of **your own website** by offering online booking. Key features:

- Customised availability grid branded in line with your own website
- Bookings notified through email
- Single update for all your Guestlink channels (websites)
- Reserve or book live availability options

GL+ Web Booking allows the availability and booking system to be 'plugged in' to your own business website, so there's no need to update multiple channels – it updates your website and ours all in one go.

Choose a layout that works for you and that's branded in line with your own website and if you're an MWT Cymru member we will add it to your site (or work with your web developer if you prefer), guide you through the process of setting it up, and be on hand to help whenever you need us.

GL + Worldwide (Booking.com only)

- Promote your business on Booking.com using Guestlink + Worldwide.

GL + Diary

- Simple online diary system – quick glance at who's booked and when
- Customer Relationship Management System - Ideal for managing all telephone bookings and keeping track of your guests and bookings in one place
- Fully integrated with Guestlink availability and booking system

GL+ Booking Extras

Wherever you take online bookings through Guestlink you could be selling extras such as flowers, hampers, wine, chocolates or even things like late check-outs and pet charges.

You can also use + Booking Extras to entice your customers to stay longer with tickets for attractions, fishing permits or bike hire.



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GL + Connect

- If you already work with a Property Management System (PMS) designed for your accommodation and would like to increase your bookings without increasing your workload then Guestlink + Connect can help.
- By integrating with Guestlink + Connect you can advertise your accommodation on Guestlink channels without having to additionally update Guestlink.
- Contact us for a list of systems that can be integrated.

GL + Affiliates

- Works in conjunction with 'Guestlink Overnighter' which allows local and regional attractions, events, activities or tourism groups to host a bookable accommodation microsite within their own website.
- Choose from a list of websites that you would like your accommodation to appear on, including the Show Me Wales app. The Guestlink availability and booking system polls data (feeds it through) to all of these websites; opening up several additional routes to market.

NON-ACCOMMODATION SIGN UPS AVAILABLE

GL + Overnighter

- Have your own FREE accommodation mini-website and earn commission from every booking made.
- By linking in with local accommodation providers and promoting tourism within your area, you can bring more people to the area and more to your attraction.

GL + E-Shop

Sell tickets or merchandise on your own website to increase your revenue. Typical eShop products include:

- Tickets for timed events such as tours
- Tickets for special events or courses
- 'Experience' packages
- Attraction passes
- Vouchers
- Guidebooks, maps and souvenirs



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Prices at a Glance

Guestlink + Options	Standard Rate	MWT Members Rate
+Web Booking	Annual: £245+VAT Monthly: £25+VAT PAYG: 4% commission inc VAT	Annual: £195+VAT Monthly: £20+VAT PAYG: 2.5% commission inc VAT
+Worldwide (Booking.com only)	Annual: £150+VAT Monthly: £15+VAT PAYG: 3% Commission inc VAT	Annual: £100+VAT Monthly: £10+VAT PAYG: 2% commission inc VAT
+Diary	Annual: £145+VAT Monthly: £15+VAT	Annual: £95+VAT Monthly: £10+VAT
+Booking Extras	Annual: £95+VAT Monthly: £10+VAT PAYG: 4% Commission inc VAT	Annual: £50+VAT Monthly: £5+VAT PAYG: 2.5% Commission inc VAT
+Connect	Annual: £50+VAT Monthly: £5+VAT	Annual: £30+VAT Monthly: £3+VAT
+ Affiliates	Free sign up From 5% commission	Free sign up From 5% commission inc VAT
+Overnighter	Annual: £30+VAT earn 5% commission inc VAT	FREE to set up 5% commission inc. VAT on value of each booking.
+Eshop	Annual: £145+VAT PAYG: 4% Commission inc VAT	Annual: £95+VAT PAYG: 2.5% Commission inc VAT

Please contact MWT Cymru if you would like any further information or help on getting the most out of the Guestlink system to develop and grow your business:

Tel: 01654 702653

Email: guestlink@mwtcymru.co.uk

Or arrange a time to **come and see us** at our office in Machynlleth – we'd be delighted to go through the options with you in person. Webinar training also available!