

What is Guestlink?

Guestlink is a simple, easy to use property management system designed for small accommodation businesses.

Guestlink offers a range of products designed to help you manage your business:

- flexible booking and payment options to suit the way you work
- free integration with a range of online payment systems
- friendly helpdesk team to help you make the most of your account
- fully compatible with mobile, tablet, laptop and desktop
- notifications by email and text
- range of prices to suit any budget with no fixed contract

With Guestlink you can manage your property from anywhere with an internet connection and take bookings online and direct while out and about.

+ Affiliates

The opportunity to be bookable on our affiliated websites including TripAdvisor, Destination and local attraction websites, Roomcheck and Facebook.

PAYG: From 4% commission

Roomcheck Enhanced: £95 + VAT

+ Reviews

Add a widget to your website which shows your latest reviews received through the Guestlink system.

ANNUAL: £50 + VAT

MONTHLY: £5 + VAT

+ Web Booking

Take online bookings through your own website. Designed to be Tablet, Mobile, Laptop and PC friendly so customers can book on the move or from home.

ANNUAL: £245 + VAT

MONTHLY: £25 + VAT

PAYG: 4% commission inc VAT

+ Booking Extras

Offer your guests optional extras to purchase when they make their booking such as flowers, hampers, wine, chocolates or even things like late check outs and pet charges.

ANNUAL: £95 + VAT

MONTHLY: £10 + VAT

PAYG: 4% commission inc VAT

+ Worldwide

Increase your online routes to market by distributing your accommodation availability and pricing to Booking.com. We also work with 70+ channels using our multi-channel option.

Booking.com only:

ANNUAL: £150 + VAT

MONTHLY: £15 + VAT

PAYG: 3% commission inc VAT

Multi-Channel: price on enquiry

+ Diary

An easy-to-use online accommodation diary; you can safely and securely handle bookings made directly by yourself alongside those made online.

ANNUAL: £145 + VAT

MONTHLY: £15 + VAT

+ Connect

Already with a Property Management System (PMS)? We have designed a link from your PMS to Guestlink to enable you to take bookings and advertise on the Guestlink channels.

ANNUAL: £50 + VAT

MONTHLY: £5 + VAT

AGENCY: £100 + VAT

Please complete your details to signup for the products selected:

Authorised Representative of Accommodation:

I have read and agree to the Terms and Conditions:

Full name: _____

Payment Method: Direct Debit Invoice (subject to charge)

Legal name of business: _____

Guestlink Contact ID: _____

Signature: _____ Date: _____

Offer Code (if applicable): _____

If you wish to pay by Direct Debit you will need to complete the attached Direct Debit form. If you sign up to any Guestlink + product on a Direct Debit basis and change your mind within 14 days you can cancel with no charge.

The Chequers, 28 Whitehorse Street, Baldock, Hertfordshire SG7 6QQ
Guestlink is a trading name of New Vision Group Ltd registered in England number
05196236

t: 0844 209 2555 f: 01462 895777

e: helpdesk@guestlink.co.uk w: www.guestlink.co.uk

Payment Methods

You can pay by Direct Debit or invoice. For payment by invoice there is a £5 + VAT admin charge per invoice. This invoice charge is waived if payment reaches us within 7 days of the amount due appearing on your online statement in Guestlink. For payment by Direct Debit please complete a Direct Debit form. Annual subscription sign-ups will receive one invoice per year. Pay-As-You-Go and monthly sign-ups will receive one invoice per month (when value is at least £5). Commissions are calculated monthly in arrears and appear on your online statement. Please see below for full details.

Payment Terms

New Vision Group Ltd (NVG) maintains its own websites and products and also provides data driven links for use on the websites of third parties (jointly: the "Websites"). NVG will include information relating to a participating accommodation provider ("Provider") on the Websites in order to allow visitors of the Websites to make an online booking for accommodation and/or products and tickets. These Payment Terms are subject to our Terms and Conditions which can be found on www.guestlink.co.uk.

<p>1) Signup options a. Pay-As-You-Go: The Provider shall pay NVG a commission based on a percentage of the fulfilled booking value and other components as advertised by the Provider on the websites, except in the case of a cancellation. b. Annual / Monthly subscriptions: The Provider shall pay NVG an annual / monthly subscription for the use of the Guestlink + product for one calendar year / month from the date of registration. Annual / monthly subscriptions will be automatically renewed at the end of the term unless NVG is notified prior to the renewal date. Refunds will not be made in the event of a cancellation part way through the subscription.</p>	<p>2) Online Statement An "Online Statement" will be accessible via www.guestlink.co.uk ("Guestlink") and will show the subscriptions and commission due to NVG. Commissions are calculated monthly in arrears. Commissions due are calculated on or after the 10th of each month on bookings where the date of departure has past and the booking status has been set to 'confirmed' or 'not updated by the provider' within Guestlink (ie any booking that does not display 'declined', 'no show' or cancelled' will be charged). Once commissions have been calculated and added to the statement they shall be deemed to have been confirmed and shall be binding on both parties.</p>	<p>3) Payments a. Invoices: Invoices will be prepared in accordance with the Online Statements. Invoices for annual subscriptions are processed on an annual basis; invoices for commissions and monthly subscriptions are processed on a monthly basis and shall be sent to the Provider. b. Direct Debit: Direct Debit payments will be calculated on or after the 10th of each month. Payments will then be taken approximately 10 days later. c. Payment Method: Payment is by invoice or Direct Debit. Failure to return a completed Direct Debit form will result in the payment method being by invoice.</p>
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Cancellation Policy

a) Pay-as-you-go

You may cancel your contract at any time from the date of original sign-up by notifying us in writing (email, fax or post). You are liable to pay Guestlink commission on all bookings taken up to and including the date of cancellation. Commissions are calculated on or after the 10th of each month on bookings where the date of departure has passed and the booking status has been set to 'confirmed' or 'not updated by the provider' within Guestlink (any booking that does not display 'declined', 'no show' or 'cancelled' will be charged). Once commissions have been calculated and added to the statement they shall be deemed to have been confirmed and shall be binding on both parties.

Special note for Direct Debit customers: If you go online and cancel your Direct Debit with your bank you will be issued with an invoice which is subject to a £5 administration charge + VAT plus any commissions due. Take care to avoid cancelling your Direct Debit at the same time as cancelling a product.

b) Annual / Monthly Subscription

You may cancel your contract at any time from date of original sign-up by notifying us in writing (email, fax or post); however refunds will not be made in the event of cancellation.

Please fill in the whole form using a ball point pen and send it to:

New Vision Group Ltd
The Chequers
28 Whitehorse Street
Baldock
Hertfordshire
SG7 6QQ

Name(s) of Account Holder(s)

Bank/Building Society Account Number

_____|_____|_____|_____|_____|_____|_____|_____

Branch Sort Code

_____|_____|_____|_____|_____|_____

Name and full postal address of your Bank or Building Society

To: The Manager Bank / Building Society

Address

Postcode

Guestlink Contact ID

_____|_____|_____|_____|_____|_____

Instruction to your Bank or Building Society to pay by Direct Debit

Originator's Identification Number

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FOR NEW VISION GROUP LTD OFFICIAL USE ONLY. This is not part of the instruction to your Bank or Building Society.

Instruction to your Bank or Building Society

Please pay New Vision Group Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with New Vision Group Ltd and, if so, details will be passed electronically to my Bank / Building Society.

Signature(s):

Date:

Banks and Building Societies may not accept Direct Debit Instructions for some types of account. DDI1

This guarantee should be detached and retained by the Payer.



The Direct Debit Guarantee

- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change New Vision Group Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by New Vision Group Ltd or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.