



GRAY DAWES  
— TRAVEL —



Booking a Hotel with  
YourTrip



Booking a hotel in YourTrip

Step 1 – Starting a new search

Welcome MATTHEW LAMBERT

How would you like to start your next trip

Flight Hotel Car Rail Transport ...

Recently Updated

Continue building and editing your trips

[View all Trips](#)

After logging in, Select:

Hotel

Step 2 – Add search details and traveller:

Flight Hotel Car Rail Transport Parking

Book and stay at your hotel

Where would you like to stay? Check in Check out

1 traveller 1 Room

Add traveller Travel request Search

Hit Search



### Step Three – results:

Search Hotels

Showing 12 of 246 Results

Sort by Most recommended

5 stars Reset Filters

**Safety information**  
Safety information and travel restrictions are available for this trip. [View details](#)

**Conrad Los Angeles**  
★★★★★  
100 SOUTH GRAND AVENUE (0.4 mi from your location)  
Package rate  
19 Kg CO<sub>2</sub>  
Expedia

From **\$426.00**  
1 Room - 1 Night  
Pre paid  
[View rates](#)  
[More details](#)

**The Ritz-Carlton, Los Angeles**  
★★★★★  
900 W. Olympic Blvd (1.4 mi from your location)  
Package rate  
73 Kg CO<sub>2</sub>  
Expedia

From **\$756.00**  
1 Room - 1 Night  
Pay at hotel  
Pre paid  
[View rates](#)  
[More details](#)

**The Aster**  
From

On the left hand side of the results we have multiple options for filtering and a map view.

**View rates** provides a view of the different room types available.

**More information** provides a hotel overview and rich content.

### Map View

Hotel list Filters (1) Search this area Search location

**Kodo Hotel**  
★★★★★  
710 South Santa Fe Avenue, Downtown Los Angeles, Los Angeles (1.5 mi from your location)  
67 Kg CO<sub>2</sub>  
Booking.com

From **\$314.00**  
1 Room - 1 Night  
Pay at hotel  
[View rates](#)  
[More details](#)



## More Details

### Conrad Los Angeles

★★★★★ 100 SOUTH GRAND AVENUE (0.4 mi from your location) Package rate 19 Kg CO<sub>2</sub>

[View rates](#)

[View hotel on map](#)



Show all photos

[Amenities](#) [Overview](#) [COVID-19](#)

Air Condition	Bar	Casino	Concierge	Disabled Access
Exchange	Gym	Internet	Laundry	Lift
Lounge	Luggage Storage	Meeting Facilities	Minibar	Parking
Restaurant	Safe	Spa	Swimming Pool	TV

<b>Check in</b>	<b>Check out</b>
Tue, 12 Mar	Wed, 13 Mar
3:00 PM	11:00 AM

## View Rates

Price  -

Showing 166 of 166 Results  In policy  Sort by

**Payment**

- Pre paid 166
- Refundable 126

**Amenities**

- Breakfast 42
- Wifi 166
- 1 King Bed 126
- 2 Full Bed 40

**Agreement**

- No Agreement 166

**Suppliers**

- Expedia 166

[Reset Filters](#)

**Deluxe Room, 1 King Bed**

Wifi included 1 King Bed

**Total price \$425.91**  
1 Room - 1 Night

Excluding hotel fees  
 Pre paid

[Add to trip](#)

[Price details](#)

**Deluxe Room, 1 King Bed**

Wifi included 1 King Bed

Package rate

**Total price \$428.04**  
1 Room - 1 Night

Excluding hotel fees  
 Pre paid

[Add to trip](#)

[Price details](#)

**Deluxe Double Accessible Roll-in Shower**

Wifi included 2 Full Bed

**Total price \$435.83**  
1 Room - 1 Night

Excluding hotel fees  
 Pre paid

[Add to trip](#)

[Price details](#)

Rates can be filtered using the sliders and options on the left.

Cancellation policy is clearly displayed.

Price details provides breakdown of rate and tax.

Rate policy/T&C's.



## Step four – Add to Trip

Add to trip

Once you have chose your desired room simply Add to Trip.

## Step five – Trip overview

### Trip overview


Add more services



Overview Requests

Tuesday, March 12

1 Night at LAX PENDING BOOKING



**Conrad Los Angeles**  
Deluxe Room, 1 King Bed

Refundable 18 Kg CO<sub>2</sub>

Tue, 12 Mar - Wed, 13 Mar, 1 Night, 1 Room

[More details >](#)

To pay  
**\$501.07**

Paid by TMC

**Extras**

Please add the required extras

Special request [Add](#)

\*I accept the [Terms & Conditions](#)

Cart

**Conrad Los Angeles** \$501.07  
Tue, 12 Mar - Wed, 13 Mar  
1 Night, 1 Room

Total **\$501.07**

[Proceed to Checkout](#)

Check your details are correct and then accept the T&C's before hitting Procceed to Checkout.

## Step six – Book and finalize

### Booking details

1 Review & Select 2 Booking details 3 Confirmation

General Reference Questions

Employee ID

Cost Centre

Department

Cart

**Conrad Los Angeles** \$501.07  
Tue, 12 Mar - Wed, 13 Mar  
1 Night, 1 Room

Total **\$501.07**

[Book and Finalize](#)



Here we complete the final details before checking out. If you have company specific information that needs capturing – you will see it here.

If you have a system of travel approvals this is where that approval flow will be triggered.

