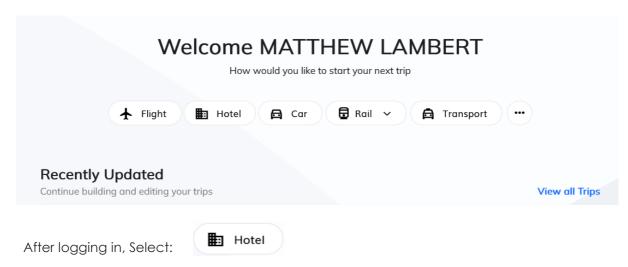


Booking a Hotel with YourTrip

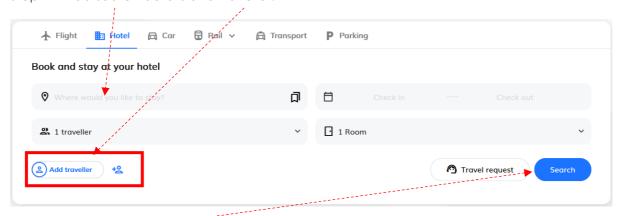


Booking a hotel in YourTrip

Step 1 – Starting a new search



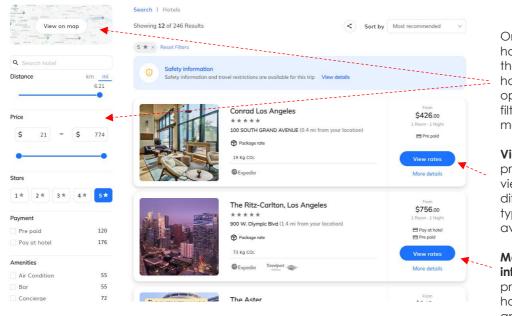
Step 2 – Add search details and traveller:



Hit Seach ---



## Step Three – results:

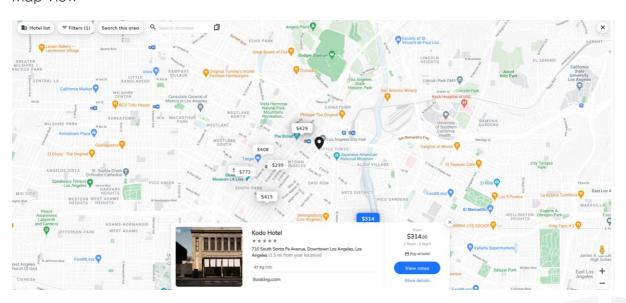


On the left hand side of the results we have multiple options for filtering and a map view.

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

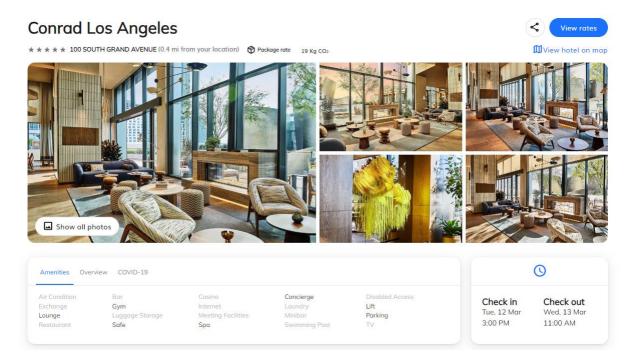
More information provides a hotel overview and rich content.

## Map View

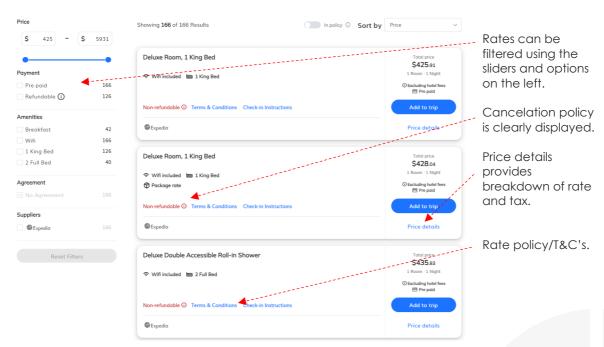




## More Details



## View Rates



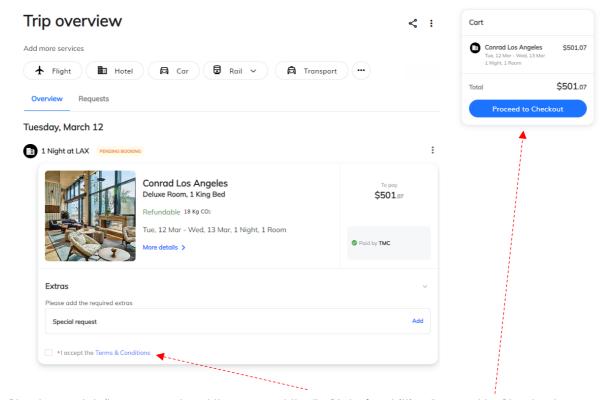


Step four - Add to Trip



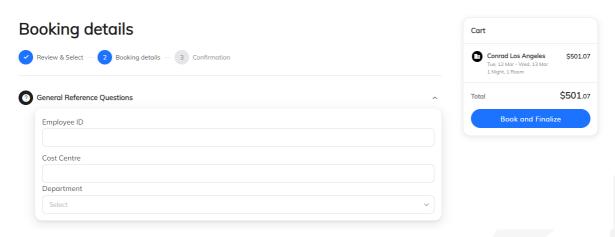
Once you have chose your desired room simply Add to Trip.

Step five – Trip overview



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

Step six – 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.