



## RMS 9+ Check In Functions

# RMS 9+

Traditional RMS front desk check in



## RMS 9+ check in functions:

1. Guest arrives
2. Front desk locates booking
3. Front desk updates details & performs check in

# RMS 9+ with Digital Registration

RMS Front Desk check in using the digital registration card on the counter



## Digital rego check in functions:

1. Guest arrives
2. Front desk locates booking
3. Sends booking details to Wifi enabled tablet
4. Guest updates details and completes check in
5. Front desk finalises check in with key etc.

# Guest Portal

Self-Pre-Arrival Check In. This will complete the process up to a point, however, the guest will still need to see the front desk on arrival.



## Guest Portal check in functions:

1. Guest logs into portal from link provided
2. Guest locates booking
3. Guest updates information including all mandatory fields, additional guests and cc details.
4. Pre-payment processed and invoice emailed to guest.
5. Property emailed to notify of pre-arrival process complete.

# Kiosk

Self Check In device that is powered by the RMS API.  
This will allow a guest to complete their own check in at the property.  
Interface with; Key Cutting, Passport Scanning, Payment Gateways  
and Printers.



## Kiosk check in functions:

1. Guest arrives
2. Guest uses device to follow a pre-designed process to complete check in.

# Mobile Check In

Front Desk Intervention required to locate guest, then hand over tablet to customer to be walked through the check in process.



## Mobile check in functions:

1. Guest arrives
2. Front desk locates booking and hands tablet to guest
3. Guest follows a pre-designed process to complete check in
4. Front desk finalises check in with key cutting, passport scan etc.