



camping.info

# Camping.info

## A guide to the online booking system

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# OVERVIEW

## 1

The overview page displays all new bookings as well as upcoming arrivals and departures.

The screenshot shows the user interface for 'Max Camping Testplatz'. At the top left, there is a logo and the name 'Max Camping Testplatz'. In the center, there is a 'Published:' toggle switch which is turned on. On the top right, there are options for 'English', 'My Profile', and 'Log out'. A left sidebar contains a navigation menu with items: Overview (selected), Bookings, Availability, Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs, Translations, and Settings. Below the menu, it shows 'CURRENT CAMPSITE: Max Camping Testpl'. The main content area features a green header 'Welcome, Test User' and a sub-header 'This page gives you an overview of all upcoming arrivals and departures. You can manage your booking information with the tabs on the left.' Below this, there are four summary cards: 'Pending Booking Payouts' (All your bookings have been paid out.), 'You have 1 new bookings.' (with a 'View bookings' link), 'Arrivals (0)' (NO ARRIVALS TODAY), and 'Departures (0)' (NO DEPARTURES TODAY). On the right side, there is a calendar widget showing 'May 31, 2019' and 'Main Season'.

# OVERVIEW

## 2

Our online booking system is available in multiple languages. To change the language of the management tool, select your preferred language from the drop-down list at the top of the page. To reach more customers, you can also provide translations of the texts you enter. You can add these by clicking on the menu item “Translations” on the right-hand side of the page.

The screenshot displays the user interface for 'Max Camping Testplatz'. At the top right, there is a language selection dropdown menu currently set to 'English', which is highlighted with a green circle. Other top navigation items include 'My Profile' and 'Log out'. A 'Published' toggle switch is visible in the top center. The left sidebar contains a navigation menu with items like 'Overview', 'Bookings', 'Availability', 'Payments', 'Invoices', 'Seasons', 'Accommodations', 'Guests', 'Additional Costs', 'Translations', and 'Settings'. The main content area shows a 'Welcome, Test User' message and a summary of booking information, including 'Pending Booking Payouts', '1 new bookings', and 'Arrivals (0)'. A calendar widget in the top right corner shows the date 'May 31, 2019' and the 'Main Season'.

# OVERVIEW

## 3

Select “My Profile“ to edit and save important information, such as the email address you use to log in or to change your password.

The screenshot displays the user interface for 'Max Camping Testplatz'. At the top left, the logo and name 'Max Camping Testplatz' are visible. In the top center, there is a 'Published:' status with a green toggle switch. On the top right, there are language and user options: 'English', 'My Profile' (circled in green), and 'log out'. A sidebar on the left contains a menu with items: Overview (selected), Bookings, Availability, Payments, Invoices, Seasons (with a green checkmark), Accommodations (with a green checkmark), Guests (with a green checkmark), Additional Costs (with a green checkmark), Translations (with a green checkmark), and Settings (with a green checkmark). Below the menu, there is a 'CURRENT CAMPSITE:' dropdown menu set to 'Max Camping Testpl'. The main content area features a green heading 'Welcome, Test User' and a sub-heading 'Welcome, Test User'. Below this, a message states: 'This page gives you an overview of all upcoming arrivals and departures. You can manage your booking information with the tabs on the left.' There are four main content boxes: 1. 'Pending Booking Payouts' with the text 'All your bookings have been paid out.' 2. 'You have 1 new bookings.' with a 'View bookings' link. 3. 'Arrivals (0)' with the text 'NO ARRIVALS TODAY'. 4. 'Departures (0)' with the text 'NO DEPARTURES TODAY'. On the right side, there is a calendar widget showing 'May 31, 2019' and 'Main Season'.

# MY PROFILE

## 4

You can create and save a new password by clicking on the “Change password” button.

Max Camping Testplatz

Published:

English ▼ My Profile Log out

Overview

Bookings

Availability

Payments

Invoices

Seasons ✓

Accommodations ✓

Guests ✓

Additional Costs ✓

Translations ✓

Settings ✓

CURRENT CAMPSITE:

Max Camping Testpl ▼

### My Profile

Here you can change your personal information, email address and current password.

**First name**

**Last name**

**Email**

[Change password...](#)

[Save](#)

# BOOKINGS

## 5

Under “Bookings“, you will find all current, past and cancelled bookings. You can also search for particular bookings by narrowing travel dates, or by entering a name or email address into the search bar.

Max Camping Testplatz Published:  English  My Profile Log out

**My Bookings:** [Add booking](#)

Easily manage your bookings here.

★ Current bookings **■ Past bookings** ○ Cancelled bookings

New:  Done:  Narrow travel dates:    Search:

Done	Paid out	Created at	Number	Travel dates (nights)	Name	Type	Guests	Amount	Payout amount	Commission
<input type="radio"/>	<input checked="" type="checkbox"/>	04/29/2019, 1:35:43 PM	2019-04/1/2	05/08/2019 bis 05/17/2019 (9)	Florian Finke	tent	1	€150.00	€60.72	€14.28
<input type="radio"/>	<input checked="" type="checkbox"/>	<b>04/28/2019, 10:31:36 AM</b>	<b>2019-04/1/1</b>	<b>05/08/2019 bis 05/16/2019 (8)</b>	<b>Foo Bar</b>	<b>tent</b>	<b>1</b>	<b>€149.50</b>	<b>€60.52</b>	<b>€14.23</b>
<input type="radio"/>	<input checked="" type="checkbox"/>	12/29/2018, 4:09:48 PM	2019-01/1/1	01/10/2019 bis 01/11/2019 (1)	Florian Finke	tent	1	€2.55	€1.04	€0.24

CURRENT CAMPSITE:

# AVAILABILITY

## 6

Under “Availability“, you can set the daily availability for each accommodation type. Select the desired month, then choose the type of pitch or rental accommodation. If you use an interface to your property management system, it will transfer your availability information automatically.

The screenshot shows the 'Availability' management interface for 'Max Camping Testplatz'. The interface includes a top navigation bar with the site name, a 'Published' toggle switch, and user options for language (English), profile, and logout. A left sidebar contains a menu with items like Overview, Bookings, Availability (highlighted), Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs, Translations, and Settings. The main content area is titled 'Availability' and contains a note about selecting a month to change availability. Below the note are year selection buttons (2019-2022) and a grid of 12 monthly availability cards. Each card shows a green progress bar and a percentage value. The current campsite is set to 'Max Camping Testpl'.

Year	January	February	March	April	May	June	July	August	September	October	November	December
2019	100.00 %	100.00 %	100.00 %	100.00 %	99.99 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %	100.00 %

# AVAILABILITY

## 7

The coloured bars let you see at a glance how many accommodations on your campsite are still available. When the bar is yellow, only 21–50% of your accommodations are unoccupied. The bar will turn red when 20% or fewer are still available.

Max Camping Testplatz Published:  English  My Profile Log out

Overview  
Bookings  
**Availability**  
Payments  
Invoices  
Seasons   
Accommodations   
Guests   
Additional Costs   
Translations   
Settings

CURRENT CAMPSITE:  
Max Camping Testpl

### Edit accommodation availability

[« Back to overview](#)

Note: Select an accommodation to change its availability.

< June 2019 >

Availability  
 100-51%  50-21%  20-1%  Fully booked

Tent up to 5m <sup>2</sup> 100.00 %	Tent over 5 m <sup>2</sup> 100.00 %	Bicyclist with tent 100.00 %
Camper 120 m <sup>2</sup> 100.00 %	Camper 150 m <sup>2</sup> with lake view 100.00 %	Caravan 120 m <sup>2</sup> 100.00 %
Caravan 150m <sup>2</sup> with lake view 100.00 %	Mobile home "Möwe" 100.00 %	



# AVAILABILITY

## 8

Once you have selected a pitch or rental accommodation, you can edit its daily allotment. You will also be able to see how many online bookings you have already received. You cannot set the allotment lower than the current amount of bookings. If you would like to edit several days at a time, select the dates you would like to change and click “Edit selected“. You will then be able to change the daily allotments for all the selected days simultaneously.

The screenshot shows the 'Edit accommodation availability' page for 'Max Camping Testplatz'. The page is titled 'Edit accommodation availability' and includes a 'Published' toggle switch. The left sidebar contains navigation options: Overview, Bookings, Availability (selected), Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs, Translations, and Settings. The main content area shows the selected accommodation 'Tent up to 5m²' for the month of 'June 2019'. A tip suggests editing multiple days at once. Below this, there are filters for 'Adjusted allotments only', '100-51%', '50-21%', '20-1%', and 'Fully booked'. A table displays the daily allotment and online bookings for each day from June 1st to 5th, 2019. The table has columns for 'Date', 'Daily allotment', 'Online Bookings', and 'Available'. The 'Daily allotment' column shows a value of 999 for each day, and the 'Available' column shows a green bar indicating full availability.

Max Camping Testplatz Published:

English My Profile Log out

### Edit accommodation availability

« Back

Accommodation: Tent up to 5m² Date: June 2019

Tip: You can also edit several days at a time. Simply select the desired days and then click "Edit Selected".

**Tent up to 5m²** (Total allotments: 999)

Adjusted allotments only  100-51%  50-21%  20-1%  Fully booked

Date	Daily allotment	Online Bookings	Available
Sat June 1st 2019	- 999 +	0	999 <input checked="" type="checkbox"/>
Sun June 2nd 2019	- 999 +	0	999 <input checked="" type="checkbox"/>
Mon June 3rd 2019	- 999 +	0	999 <input checked="" type="checkbox"/>
Tue June 4th 2019	- 999 +	0	999 <input checked="" type="checkbox"/>
Wed June 5th 2019	- 999 +	0	999 <input checked="" type="checkbox"/>

# AVAILABILITY

## 9

Once you have saved your changes, you can easily switch to another accommodation type or a different date using the drop-down menus.

Max Camping Testplatz

Published:

English  My Profile  Log out

Overview

Bookings

Availability

Payments

Invoices

Seasons

Accommodations

Guests

Additional Costs

Translations

Settings

CURRENT CAMPSITE:

Max Camping Testpl

### Edit accommodation availability

« Back

Accommodation:  Date:

Tip: You can also edit several days at a time. Simply select the desired days and then click "Edit Selected".

Tent up to 5m<sup>2</sup> (Total allotments: 999)

Adjusted allotments only  100-51%  50-21%  20-1%  Fully booked

Date	Daily allotment	Online Bookings	Available
Sat June 1st 2019	- 999 +	0	999 <input type="checkbox"/>
Sun June 2nd 2019	- 999 +	0	999 <input type="checkbox"/>
Mon June 3rd 2019	- 999 +	0	999 <input type="checkbox"/>
Tue June 4th 2019	- 999 +	0	999 <input type="checkbox"/>
Wed June 5th 2019	- 999 +	0	999 <input type="checkbox"/>

# PAYMENTS

## 10

Under “Payments“, you will see all the bookings that have not been paid out to you yet. Please note that we will disburse your payment once you have reached a payout amount of at least €80. Only bookings older than 7 days are included in the payout amount, as you will not have to pay commission on bookings cancelled at the customer’s request or in consultation with the customer during this period.

The screenshot shows the 'Payments' section of a user dashboard. At the top left, the user is logged in as 'Max Camping Testplatz'. The 'Published' status is shown as a green toggle switch. In the top right corner, there are options for 'English', 'My Profile', and 'Log out'. The left sidebar contains a navigation menu with items: Overview, Bookings, Availability, Payments (highlighted in green), Invoices, Seasons, Accommodations, Guests, Additional Costs, Translations, and Settings. Below the menu, the 'CURRENT CAMPSITE:' is set to 'Max Camping Testpl'. The main content area is titled 'Payments' and contains a message: 'Here is an overview of all the bookings that have yet to be paid out. As soon as you have accumulated bookings with a total payout amount of at least €80.00, they will be paid out. Only bookings older than 7 days will be considered. This lets you cancel bookings within 7 days without having to pay commission.' Below this message is a box titled 'Pending Booking Payouts' with the text 'All your bookings have been paid out.'

# PAYMENTS

## 11

The amount you receive is the sales revenue obtained via the online booking system minus the commission. An invoice will be generated automatically with each payout. You can find them under “Invoices”.

The screenshot shows the 'Payments' section of a user dashboard. At the top left, the user is logged in as 'Max Camping Testplatz' with a 'Published' toggle switch turned on. The top right corner features a language dropdown set to 'English', a 'My Profile' link, and a 'Log out' button. The left sidebar contains a navigation menu with items: Overview, Bookings, Availability, Payments (highlighted in green), Invoices, Seasons (with a green checkmark), Accommodations (with a green checkmark), Guests (with a green checkmark), Additional Costs (with a green checkmark), Translations (with a green checkmark), and Settings (with a green checkmark). Below the menu, there is a 'CURRENT CAMPSITE:' dropdown menu currently set to 'Max Camping Testpl'. The main content area is titled 'Payments' and contains a text block explaining that bookings with a total payout of at least €80.00 are paid out, with a 7-day cancellation window. Below this text is a box titled 'Pending Booking Payouts' which states 'All your bookings have been paid out.'

# INVOICES

## 12

This is where you will find all the commission invoices that we have issued for you. You can download them here directly, but you will also receive each invoice once via email. It will be sent to your billing email address.

Max Camping Testplatz Published:  English  My Profile  Log out

Overview  
Bookings  
Availability  
Payments  
**Invoices**  
Seasons   
Accommodations   
Guests   
Additional Costs   
Translations   
Settings

CURRENT CAMPSITE:  
Max Camping Testpl

### Invoices

Here you'll find an overview of your invoices. You can download them as PDF files at any time via the download button.

Filter invoices:  Month  Year

Created at	Sent at	Invoice number	Invoice amount	Download
01/08/2019, 12:01:04 AM	01/08/2019, 12:01:06 AM	PC00013479	€0.24	
05/08/2019, 5:00:14 AM	05/08/2019, 5:00:17 AM	PC00013480	€28.51	

# SEASONS

## 13

Here you can enter, edit and delete your campsite's seasons.

Max Camping Testplatz

Published:

English ▼ My Profile ▶ Log out

Overview

Bookings

Availability

Payments

Invoices

**Seasons** ✔

Accommodations ✔

Guests ✔

Additional Costs ✔

Translations ✔

Settings ✔

CURRENT CAMPSITE:

Max Camping Testpl ▼

### My Seasons

Here you can enter your campsite's seasons along with the corresponding prices. Don't forget to set your opening times.

#### Low Season

Colour ■

**Time periods**  
Show past periods...

**minimum stay**

<b>tent:</b>	1 night
<b>motorhome:</b>	1 night
<b>caravan:</b>	1 night
<b>rental accommodation:</b>	1 night

#### Main Season

Colour ■

**Time periods**  
Show past periods...

12/22/2018 until 09/25/2019

**minimum stay**

<b>tent:</b>	1 night
<b>motorhome:</b>	1 night
<b>caravan:</b>	1 night
<b>rental accommodation:</b>	1 night

#### Closed Season

# SEASONS

## 14

You can set a minimum stay for each season and each type of accommodation. For example, you can require a longer minimum stay during peak season than low season.

Max Camping Testplatz

Published:

English  My Profile  Log out

Overview

Bookings

Availability

Payments

Invoices

**Seasons**

Accommodations

Guests

Additional Costs

Translations

Settings

CURRENT CAMPSITE:  
Max Camping Testpl

### My Seasons

Here you can enter your campsite's seasons along with the corresponding prices. Don't forget to set your opening times.

Low Season

The campsite is bookable during the following periods:

Colour

Time periods  
[Show past periods...](#)

+ New period

minimum stay

tent:  night

motorhome:  night

caravan:  night

### Main Season

Colour

Time periods  
[Show past periods...](#)

12/22/2018 until 09/25/2019

minimum stay

tent:  night

motorhome:  night

caravan:  night

rental accommodation:  night

# SEASONS

## 15

Under “Seasons“, you can also create periods when your campsite cannot be booked. Activate the small toggle switch under the season name “The campsite is bookable during the following periods“. When activated, the toggle switch will turn red, and a lock icon will appear in the background, indicating that the campsite cannot be booked during this period.

Max Camping Testplatz

Published:

English

My Profile

Log out

rental accommodation: 1 night

rental accommodation: 1 night

Closed Season

The campsite is bookable during the following periods:

Colour

Time periods

Show past periods...

+ New period

Delete season

Cancel Save

Add season

2018 2019 2020 < Heute >

Manage pitches



# ACCOMMODATIONS

## 16

Under “Accommodations“, you can add pitches and rental accommodations. Please note that you can give each type of accommodation a name and description; if there are any special rules or restrictions for specific accommodation types, you should mention these here.

The screenshot displays the 'Accommodations' management page for 'Max Camping Testplatz'. The interface includes a top navigation bar with a 'Published' toggle switch and user options like 'English', 'My Profile', and 'Log out'. A left sidebar contains a menu with items such as 'Overview', 'Bookings', 'Availability', 'Payments', 'Invoices', 'Seasons', 'Accommodations' (highlighted), 'Guests', 'Additional Costs', 'Translations', and 'Settings'. The main content area is titled 'Accommodations' and contains a descriptive text: 'In this section you can add the season-relevant price for one night per accommodation.' and a note 'All prices are for one night.' Below this is a detailed view for an accommodation named 'Tent up to 5m²' with code 'C:GELMQL'. The description reads: 'about 80 square meters, incl. Car parking space at the place, up to 2 persons, electricity and showers'. Pricing is shown for 'Low Season' at €5.00 and 'Main Season' at €10.00. Further details include 'Accommodation type' (Tent), 'Total allotment' (999), 'Included in the price' (2 Adults, 0 Children, 0 Pets), and 'Max. occupancy per booking' (2 Guests, 0 Pets). Both 'Authorised arrival days' and 'Authorised departure days' are listed as Monday through Sunday, each with a green checkmark.

Max Camping Testplatz

Published:

English

My Profile

Log out

Overview

Bookings

Availability

Payments

Invoices

Seasons

Accommodations

Guests

Additional Costs

Translations

Settings

CURRENT CAMPSITE:

Max Camping Testpl

### Accommodations

In this section you can add the season-relevant price for one night per accommodation.

All prices are for one night.

#### Tent up to 5m<sup>2</sup>

Code: C:GELMQL

about 80 square meters, incl. Car parking space at the place, up to 2 persons, electricity and showers

<b>Low Season</b>	€5.00
<b>Main Season</b>	€10.00

**Accommodation type**  
Tent

**Total allotment**  
999

**Authorised arrival days**  
 Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

**Authorised departure days**  
 Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

**Included in the price**  
2 Adults 0 Children 0 Pets

**Max. occupancy per booking**  
2 Guests 0 Pets

# ACCOMMODATIONS

## 17

You can also enter the type of accommodation and total allotment here. We recommend reserving a small portion of your total allotment, rather than putting all of your pitches and accommodations online, so you have a better chance of providing every customer with a suitable spot. You should also indicate the number of people and pets that are included in the price as well as the accommodation's maximum occupancy.

Max Camping Testplatz Published:  English  My Profile  Log out

**Accommodations**

In this section you can add the season-relevant price for one night per accommodation. *All prices are for one night.*

Tent up to 5m<sup>2</sup> Code: **C:GELMQL** ✕

H2 H3 B I U   103/600

about 80 square meters, incl. Car parking space at the place, up to 2 persons, electricity and showers

**Accommodation type**  
tent

**Total allotment**  
999

**Authorised arrival days**  
 Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

**Authorised departure days**  
 Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

**Low Season**  €

**Main Season**  €

**Included in the price**  
 Adults  Children  Pets

**Max. occupancy per booking**  
 Guests  Pets

# GUESTS

## 18

Under “Guests“, you can create guest and pet categories, complete with relevant prices per accommodation type and season. Please classify each entry as either adult, child or pet.

Max Camping Testplatz Published:  English  My Profile  Log out

**Guests**

In this section, you can create as many per person fees as you like. Please make sure to set the correct price for each accommodation type.

**Adult** Code: P:GELMQL

H2 H3 B I U 14/300

From 16 years

<b>Low Season</b>	<input type="text" value="3"/> €	<input type="text" value="3"/> €	<input type="text" value="3"/> €	<input type="text" value="5"/> €
<b>Main Season</b>	<input type="text" value="5"/> €	<input type="text" value="5"/> €	<input type="text" value="5"/> €	<input type="text" value="8"/> €

type

**Child** Code: P:GEWKOW

3-15 years

<b>Low Season</b>	€2.00	€2.00	€2.00	€3.00
<b>Main Season</b>	€4.00	€4.00	€4.00	€6.00

# ADDITIONAL COSTS

## 19

Here you can enter extra costs that are not included in the accommodation fee. Please indicate which type(s) of accommodation can book the extra service. Please also be sure to include the correct VAT percentage.

The screenshot shows the 'Additional fees' management interface for 'Max Camping Testplatz'. The interface includes a sidebar with navigation options: Overview, Bookings, Availability, Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs (highlighted), Translations, and Settings. The main content area is titled 'Additional fees' and contains two tabs: 'Extras' (selected) and 'Mandatory fees'. Below the tabs, there is a note: 'Extras can be selected by the guest during the booking process.' Two fee cards are displayed:

- Parking lot** (Code: E:GELMQL):
  - Description: Parking for a second car in front of the campsite
  - Note: amount is freely selectable, but maximum once per selected pitch/rental accommodation
  - Billing type: per night
  - Price: €5.00
  - VAT: 19,00 %
  - Bookable for: Tents, Motorhomes, Caravans, Rental accommodations
- electricity** (Code: E:GEWKOW):
  - Description: perconsumption at the place
  - Note: amount is freely selectable, but maximum once per selected pitch/rental accommodation
  - Billing type: based on usage
  - Bookable for: Tents, Motorhomes, Caravans, Rental accommodations

# ADDITIONAL COSTS

## 20

Pay close attention when selecting the billing type of each extra.

The screenshot displays the 'Max Camping Testplatz' management interface. On the left is a navigation menu with 'Additional Costs' selected. The main area shows the configuration for an extra cost named 'electricity' (Code: E:GEWKOW). The 'Billing type' dropdown is open, with 'per night' highlighted and circled in green. Other options include 'per day', 'once per booking', 'included', and 'based on usage'. The 'Price' is set to 5,00 and 'VAT' to 19,00%. The 'Bookable for' section shows 'Tents' and 'Rental accommodations' are selected. A right-hand panel provides details for the 'electricity' extra, including its description and bookable categories.

Max Camping Testplatz Published:  English  My Profile  Log out

Overview Bookings Availability Payments Invoices Seasons  Accommodations  Guests  **Additional Costs**  Translations  Settings

CURRENT CAMPSITE: Max Camping Testpl

**Extras** **Mandatory fees**

Extras can be selected by the guest during the booking process.

Parking lot Code: E:GELMQL

H2 H3 B I U   50/300

Parking for a second car in front of the campsite

amount is freely selectable  
 amount is freely selectable, but maximum once per selected pitch/rental accomodation  
 amount is automatically set according to the amount of selected pitches/rental accomodations

**Billing type:** per night  included  based on usage  per day  **per night**  once per booking

**Price:** 5,00 **VAT:** 19,00 %

**Bookable for:**  Tents  Motorhomes  Caravans  Rental accommodations

**electricity** Code: E:GEWKOW

perconsumption at the place

*amount is freely selectable, but maximum once per selected pitch/rental accomodation*

**Billing type:** based on usage

**Bookable for:**  Tents  Motorhomes  Caravans  Rental accommodations

# ADDITIONAL COSTS

## 21

You can also include mandatory fees. These cannot be selected or deselected by the guest; they are added to the booking automatically.

The screenshot displays the 'Additional fees' configuration page in the camping.info management system. The interface includes a top navigation bar with the site name 'Max Camping Testplatz', a 'Published' toggle switch, and user options for language (English), profile, and logout. A left sidebar contains a menu with categories like Overview, Bookings, Availability, Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs (highlighted), Translations, and Settings. The main content area is titled 'Additional fees' and contains a sub-section 'Mandatory fees' circled in green. Below this, a note states 'Extras can be selected by the guest during the booking process.' Two fee cards are visible: 'Parking lot' (Code: E:GELMQL) and 'electricity' (Code: E:GEWKOW). The 'Parking lot' card specifies a price of €5.00, a VAT of 19.00%, and is bookable for Tents and Rental accommodations. The 'electricity' card is based on usage and is bookable for Tents, Motorhomes, and Rental accommodations.

Max Camping Testplatz Published:

English My Profile Log out

Overview Bookings Availability Payments Invoices Seasons Accommodations Guests Additional Costs Translations Settings

CURRENT CAMPSITE: Max Camping Testpl

### Additional fees

In this area you can create extras (such as an additional parking space or electricity) and mandatory fees (such as a tourist tax).

★ Extras Mandatory fees

Extras can be selected by the guest during the booking process.

#### Parking lot

Code: E:GELMQL

Parking for a second car in front of the campsite

*amount is freely selectable, but maximum once per selected pitch/rental accommodation*

**Billing type:** per night

**Price:** €5.00 **VAT:** 19,00 %

**Bookable for:**  Tents  Motorhomes  Caravans  Rental accommodations

#### electricity

Code: E:GEWKOW

perconsumption at the place

*amount is freely selectable, but maximum once per selected pitch/rental accommodation*

**Billing type:** based on usage

**Bookable for:**  Tents  Motorhomes  Caravans  Rental accommodations

# ADDITIONAL COSTS

## 22

Please be sure to include the correct VAT percentage and to choose the billing type carefully here as well.

Max Camping Testplatz Published:  English  My Profile  Log out

Overview Bookings Availability Payments Invoices Seasons  Accommodations  Guests  **Additional Costs**  Translations  Settings

CURRENT CAMPSITE: Max Camping Testpl

### Additional fees

In this area you can create extras (such as an additional parking space or electricity) and mandatory fees (such as a tourist tax).

★ Extras  Mandatory fees

Mandatory fees are automatically added to the booking according to the guest's selection.

Pool fee Code: E:MNLEXW

Billing type: per person per day

Price: 00 € VAT: 19,00 %

Bookable for:  Tents  Motorhomes  Caravans  Rental accommodations

Delete extra Cancel Save

Environment fee Code: E:RXWQDL

Billing type: per person per night

Price: €2.00 VAT: 7,00 %

Bookable for:  Tents  Motorhomes  Caravans  Rental accommodations

mail services  guard duty

# TRANSLATION

## 23

Here you can translate all free-form texts that you have entered. You can save your translations as many times as you wish. Once you have entered all the translations for a particular target language, you can add that language under “Settings / Published languages“. The booking process will then be available online in that language. To check whether you have translated all text fields, you can choose to display only untranslated texts.

The screenshot shows the 'Translations' page for 'Max Camping Testplatz'. At the top, there is a 'Published' toggle switch which is turned on. The user's current language is set to 'English', and there are links for 'My Profile' and 'Log out'. The left sidebar contains a navigation menu with 'Translations' highlighted. The main content area is titled 'Translations' and includes a description: 'Here you can translate your texts from your selected "source language" into a selected "target language"'. Below this, there are dropdown menus for 'Source language' (set to 'German') and 'Target language' (set to 'English'). A checkbox for 'Display untranslated texts only' is currently unchecked. The 'Seasons' section contains three rows of translation fields:

Source Language	Target Language
Nebensaison	Low Season
Hauptsaison	Main Season
Schließzeit	Closed Season



# SETTINGS

## 24

It is extremely important that all the information under “Settings“ is entered carefully and kept up-to-date. This is where you enter the email address where you would like to receive booking notifications and where you select your published languages. Please note that all texts must be translated into a particular language before you can select it as a published language.

Max Camping Testplatz Published:  English  My Profile  Log out

- Overview
- Bookings
- Availability
- Payments
- Invoices
- Seasons
- Accommodations
- Guests
- Additional Costs
- Translations
- Settings**

### Settings

Please enter valid payment details for the booking process and set your required deposit amount here. At the bottom of this page, you can also enter any specific details about your campsite (such as quiet hours, etc.) as a standard message for your guests.

#### Contact information

Enter the email address where you want to receive booking notifications for this campsite:

**Email address**

#### Languages and currencies

Please select the languages you would like to make online booking available in for your campsite.

**Main language** **German**  
*If you want to change your main language, please contact [service@camping.info](mailto:service@camping.info).*

**Published languages**

- German
- English
- Spanish
- French
- Italian
- Dutch

# SETTINGS

## 25

Under “Payment details“, please enter the information for the bank account where you want to receive payments.

Max Camping Testplatz

Published:

English  My Profile  Log out

- Overview
- Bookings
- Availability
- Payments
- Invoices
- Seasons
- Accommodations
- Guests
- Additional Costs
- Translations
- Settings**

CURRENT CAMPSITE:  
Max Camping Testpl

### Payment details

Enter the information for the bank account where you want to receive payments:

#### Your bank account

#### Deposit

Enter the deposit amount that guests are required to pay during the online booking process:

50 %

You can also set a fixed minimum deposit amount for both rental accommodations and camping accommodations.

<b>Minimum deposit (rental accommodations):</b>	<input type="text" value="0,00"/>	€
<b>Minimum deposit (other):</b>	<input type="text" value="0,00"/>	€

# SETTINGS

## 26

Important: Enter the invoice recipient information in full, including company name and address. Please also make sure that you enter the billing email address correctly, as this is where we will send your electronic invoices. Including a VAT Reg. No. is optional, and if you enter it here, it will appear on the invoice.

The screenshot shows the 'Settings' page for 'Max Camping Testplatz'. The page is titled 'Invoice recipient' and includes a 'Published' toggle switch. The main content area contains a text box with the address 'Test Camping Live Buchung, Oranienburger Straße 27, 10117 Berlin, Germany'. Below this are three input fields: 'Company name' (Test Camping Live Buchung), 'Billing email address' (andreas.janzen@camping.info), and 'VAT Reg. No. (optional)' (DE316569537). The 'Payment details' section is partially visible at the bottom.

Max Camping Testplatz Published:  English  My Profile  Log out

- Overview
- Bookings
- Availability
- Payments
- Invoices
- Seasons
- Accommodations
- Guests
- Additional Costs
- Translations
- Settings**

CURRENT CAMPSITE:  
Max Camping Testpl

### Invoice recipient

Please enter the complete invoice recipient information, including company name and address. The VAT Reg. No. is optional and, if specified, will also be listed on the invoices.

Test Camping Live Buchung  
Oranienburger Straße 27  
10117 Berlin  
Germany

**Company name**

**Billing email address**

**VAT Reg. No. (optional)**

### Payment details

Enter the information for the bank account where you want to receive payments:

Your bank account

# SETTINGS

## 27

Under “Deposit“, you can enter your desired deposit amount. Please note that the minimum is 20%. Campers will pay the deposit amount directly when they complete a booking. As long as the camper does not cancel the booking within 7 days, your share will appear under “Payments“. Once you have accumulated at least €80, the payout amount will be transferred to the bank account you have added under “Settings / Payment details“, and you will receive an invoice.

The screenshot shows the 'Deposit' settings page for 'Max Camping Testplatz'. The page is titled 'Deposit' and includes a slider for the deposit amount, currently set at 50%. Below the slider, there are two input fields for 'Minimum deposit (rental accommodations):' and 'Minimum deposit (other):', both set to 0.00 €. The page also features a 'General rules' section with three input fields for check-in and check-out times: 'Check-in from (rental accommodation):' (15:00 Uhr), 'Check-out by (rental accommodation):' (13:00 Uhr), and 'Check-in from (other):' (15:00 Uhr). The left sidebar contains a navigation menu with 'Settings' highlighted. The top right corner shows the user's profile and language settings.

Max Camping Testplatz Published:

English My Profile Log out

Overview Bookings Availability Payments Invoices Seasons Accommodations Guests Additional Costs Translations Settings

CURRENT CAMPSITE: Max Camping Testpl

### Deposit

Enter the deposit amount that guests are required to pay during the online booking process:

50 %

You can also set a fixed minimum deposit amount for both rental accommodations and camping accommodations.

**Minimum deposit (rental accommodations):** 0,00 €

**Minimum deposit (other):** 0,00 €

### General rules

Here you can inform your guests of important general rules in effect at your campsite.

**Check-in from (rental accommodation):** 15:00 Uhr

**Check-out by (rental accommodation):** 13:00 Uhr

**Check-in from (other):** 15:00 Uhr

# SETTINGS

## 28

Under “General rules“, you can enter arrival and departure times. These will be included in the customer’s booking confirmation. If you have Terms & Conditions or a Privacy Policy available online, you can include links to them here. The guest will have to read and accept these before they complete the booking.

The screenshot shows the 'General rules' configuration page for 'Max Camping Testplatz'. The interface includes a top navigation bar with a 'Published' toggle switch (currently on), a language dropdown set to 'English', and links for 'My Profile' and 'Log out'. A left sidebar contains a menu with options: Overview, Bookings, Availability, Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs, Translations, and Settings (highlighted). Below the menu is a 'CURRENT CAMPSITE:' dropdown set to 'Max Camping Testpl'. The main content area is titled 'General rules' and contains the following fields:

- Check-in from (rental accommodation):** 15:00 Uhr
- Check-out by (rental accommodation):** 13:00 Uhr
- Check-in from (other):** 15:00 Uhr
- Check-out by (other):** 13:00 Uhr
- Link to Terms and Conditions:** http://
- Link to Privacy Policy:** http://

At the bottom, there is an 'Additional rules:' section with the instruction: 'Here you can enter additional information such as gate closing times.'

# SETTINGS

## 29

If you have any other important rules, you can include these here as well. These will also be included on the booking confirmation that the customer receives.

Max Camping Testplatz

Published:

English  My Profile  Log out

- Overview
- Bookings
- Availability
- Payments
- Invoices
- Seasons
- Accommodations
- Guests
- Additional Costs
- Translations
- Settings**

CURRENT CAMPSITE:  
Max Camping Testpl

### General rules

Here you can inform your guests of important general rules in effect at your campsite.

**Check-in from (rental accommodation):**  Uhr

**Check-out by (rental accommodation):**  Uhr

**Check-in from (other):**  Uhr

**Check-out by (other):**  Uhr

**Link to Terms and Conditions:**

**Link to Privacy Policy:**

### Additional rules:

Here you can enter additional information such as gate closing times.

H2 H3 B I U  22/600

# GENERAL

## 30

Once you update and completely enter all the data, this toggle switch lets you publish your campsite. When your campsite is not published, you will not be able to receive any bookings.

The screenshot shows the 'General rules' configuration page for a campsite named 'Max Camping Testplatz'. The interface includes a top navigation bar with a 'Published' toggle switch, which is circled in green. The left sidebar contains a menu with options like Overview, Bookings, Availability, Payments, Invoices, Seasons, Accommodations, Guests, Additional Costs, Translations, and Settings. The main content area is titled 'General rules' and contains several form fields for setting check-in and check-out times for rental accommodation and other guests, as well as links to terms and conditions and privacy policy. The 'Published' toggle is currently turned on.

Max Camping Testplatz

Published:

English My Profile Log out

Overview Bookings Availability Payments Invoices Seasons Accommodations Guests Additional Costs Translations Settings

CURRENT CAMPSITE: Max Camping Testpl

### General rules

Here you can inform your guests of important general rules in effect at your campsite.

**Check-in from (rental accommodation):** 15:00 Uhr

**Check-out by (rental accommodation):** 13:00 Uhr

**Check-in from (other):** 15:00 Uhr

**Check-out by (other):** 13:00 Uhr

**Link to Terms and Conditions:** http://

**Link to Privacy Policy:** http://

### Additional rules

Here you can enter additional information such as gate closing times.



**camping.info**

Should you have any  
questions or feedback,  
feel free to contact us:

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Germany

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