



**hotelbeds**

 **Cloudbeds**<sup>®</sup>

# How to connect **Hotelbeds to Cloudbeds PMS**

A step-by-step guide

# HOW TO CONNECT HOTELBEDS TO CLOUDBEDS PMS

By connecting to Hotelbeds, your property will gain unrivalled **exposure to more than 71,000 travel distributors**, including Tour Operators, Travel Agents, Airlines, Loyalty/Employee Points Plans and OTAs.

Get access to a wide range of B2B distributors network today by following [this step-by-step guide!](#)

Hotelbeds has a **minimum** requirement of **10 rooms** to sign up.



# STEP ONE

## GETTING STARTED

If you don't have an account at Hotelbeds

1. Firstly, you need to create an account. Here's the [sign-up link](#).
2. In 48 hours or less, you should receive **two confirmation emails**:
  - An email with your hotel information and the **Hotelbeds terms and conditions**.
  - An email with your **MaxiRoom** credentials (Hotelbeds hotel portal).
3. **Hotelbeds will confirm with Cloudbeds** team that your property is ready for activation.
  - **A Cloudbeds Support Team Member will activate the connection** on your behalf. You will receive an email once this has been done so that you can complete Room Mapping and other setup details.
4. Once you receive a confirmation from our team, **go ahead and map your rooms following the guide in Step 2**.

If you do have an account at Hotelbeds and your Hotel ID

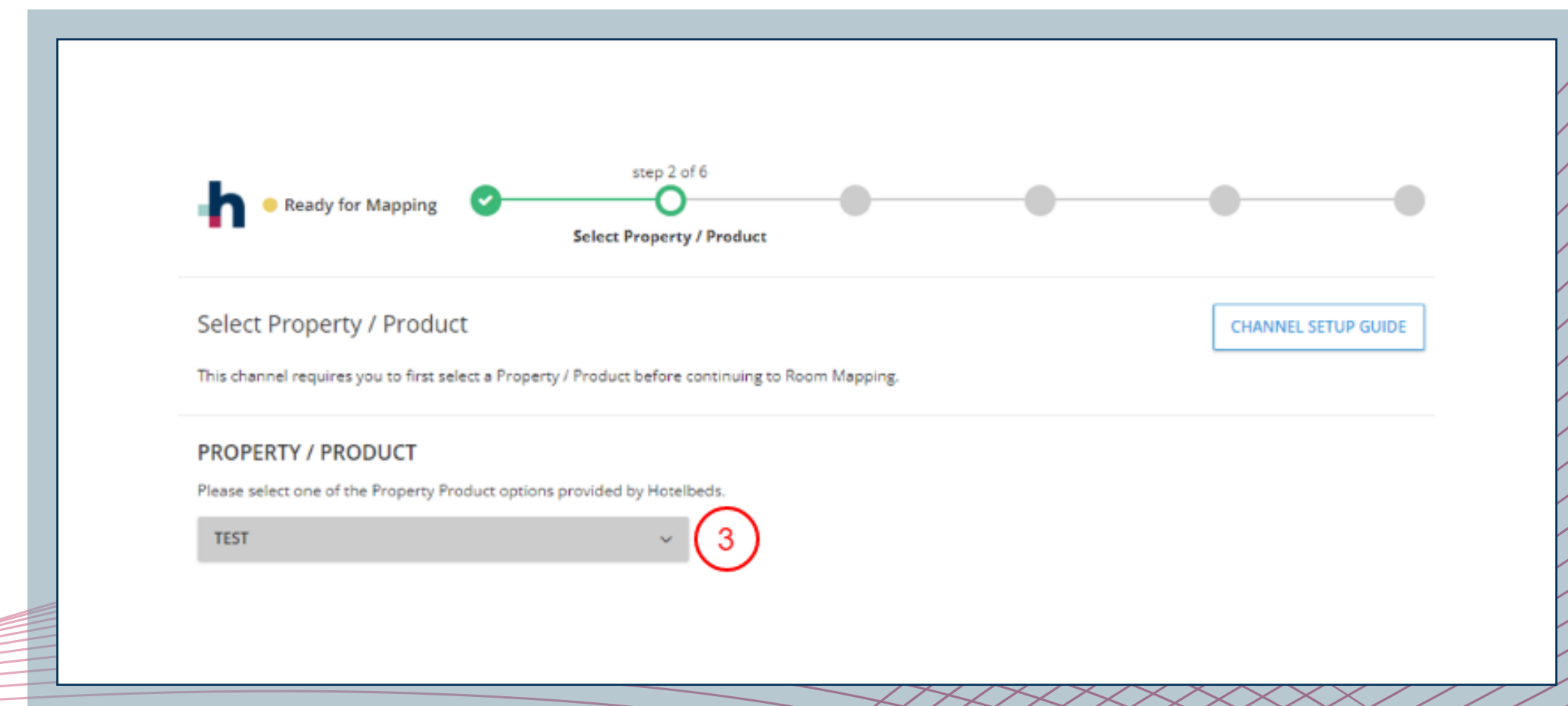
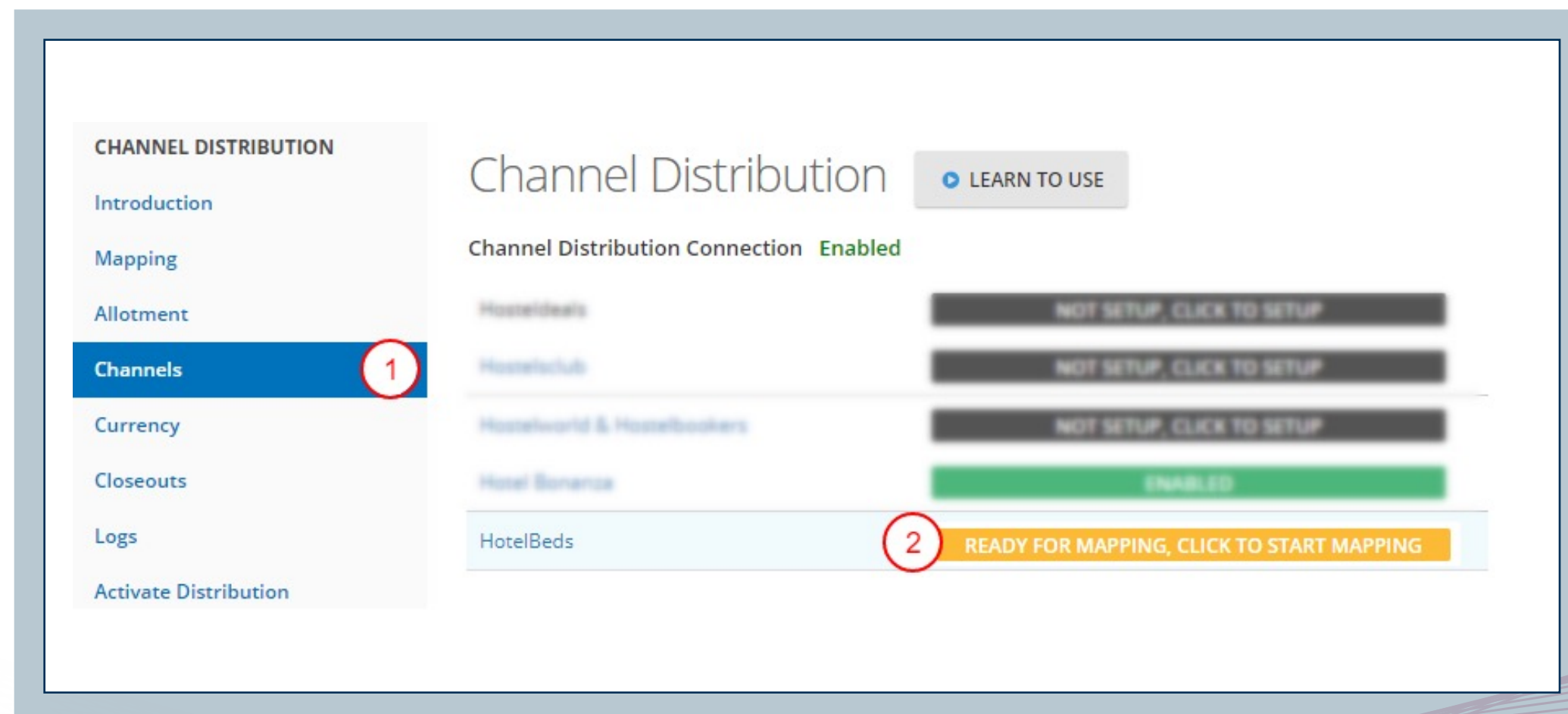
1. If you already have an account with Hotelbeds with an active commercial agreement, contact your **Hotelbeds account manager**.
2. **Hotelbeds will confirm with Cloudbeds** team that your property is ready for activation. **A Cloudbeds Support Team Member** will activate the connection on your behalf.



# STEP TWO

## START MAPPING HOTELBEDS IN CLOUDBEDS PMS

1. Once **you receive the Cloudbeds email** notifying that it is ready for mapping, go back to the **Channels page**.
2. Hotelbeds will be displayed on your channels list as **Ready for mapping**, and you will have to click there to proceed.
3. Select your **Property/Product**. A single Hotelbeds account can have **multiple properties** associated to it; therefore, Cloudbeds PMS requires users to first select their property.



# STEP TWO

## START MAPPING HOTELBEDS IN CLOUDBEDS PMS

4. Select the Hotelbeds **rooms** from the drop-down that correspond to myallocator rooms (channel manager by Cloudbeds)
5. Click **CONTINUE** when completed.

h Ready for Mapping ✓ step 3 of 6 Room Mapping

### Room Mapping

Mapping is an important step in connecting your inventory to distribution channels. Select the Channel Accommodation Type from the dropdown menu to match the Accommodation Type on the Cloudbeds system.

**Note:** We highly recommended mapping only one channel room-type to one matching room-type on your PMS.

Search Accommodations

CLOUDBEDS ACCOMMODATION	CHANNEL ACCOMMODATION
family	FAMILY
standart	STANDART

EXIT SETUP CONTINUE >



# STEP TWO

## START MAPPING HOTELBEDS IN CLOUDBEDS PMS

- Click **Configure** to choose which **contract(s) / rate plans** you would like to update.
- Click **Save**.

A Hotelbeds contract can be seen as a **rate type or rate plan**. For example: BAR BB1 | BAR BB All Markets 20% (12345)

### Where:

- **BAR** = Best available rate
- **BB** = Bed and breakfast
- **12345** = Rate ID

It is possible to select from multiple Hotelbeds contracts on the Rate Plan drop-down menus:

- When Advanced Channel Rates is **disabled**, you can only map the base rate to your Hotelbeds contract.
- When Advanced Channel Rates is **enabled**, you can map multiple rate plans on Cloudbeds PMS to your Hotelbeds contracts.

h Enabled

step 4 of 6  
Rate Plan Mapping

Rate Plan Mapping CHANNEL SETUP GUIDE

Use this page to configure the rate plan(s) you want to sync between this system and Hotelbeds. You must map at least one rate plan per Channel Accommodation Type to ensure proper rate sync.

**Note:** Accommodations without any mapped rate plans are not updated on the channel, which can result in overbookings!

Search Accommodations

CLOUDBEDS ACCOMMODATION	CHANNEL ACCOMMODATION	CONFIGURE RATE PLAN
family	family	CONFIGURE <span>6</span>
standart	standart	CONFIGURE

family

Sync Rate Plans between Cloudbeds and Hotelbeds

The rate plans you have created on Cloudbeds are listed on the LEFT, below. Use the dropdown menus to map Hotelbeds rate plans to rate plans on this system.

**Important!** Before mapping to your desired Channel Rate Plan, ensure the rate plan is NOT set to "Derived" on the Channel extranet. Otherwise, your rates will not sync from this system, or you may notice that your Channel Rate Plan does not appear in the mapping dropdown at all. Any derivations should be done on the Cloudbeds system and not on the channel extranet.

CLOUDBEDS RATE PLAN	CHANNEL RATE PLAN
BASE RATE	STANDARD RATE
Bed & Breakfast	SELECT RATE PLAN TO MAP
Star derived	SELECT RATE PLAN TO MAP

7 SAVE CANCEL

# STEP TWO

## START MAPPING HOTELBEDS IN CLOUDBEDS PMS

8. Add **Base Rate Adjustment** for each room type if needed, or leave it at zero to skip it.
9. Click **CONTINUE** when completed.

10. The channel setup is now complete. Click to **Finish**.

The screenshot shows the 'Base Rate Adjustment' step (step 5 of 6) in the Hotelbeds channel setup process. The interface includes a progress bar at the top with five steps, where the fifth step is active. Below the progress bar, there is a 'Base Rate Adjustment' section with a 'CHANNEL SETUP GUIDE' link. The main content area contains a search bar for accommodations and a table for adjusting rates. The table has two columns: 'CHANNEL ACCOMMODATION TYPE' and 'BASE RATE ADJUSTMENT'. The 'family' and 'standart' room types are listed, each with a '0.00' value and a '+ EUR' dropdown menu. A red circle with the number '8' highlights the dropdown menu for the 'family' room type. At the bottom right, there are two buttons: 'EXIT SETUP' and 'CONTINUE >', with a red circle and arrow pointing to the 'CONTINUE >' button, labeled with the number '9'.

CHANNEL ACCOMMODATION TYPE	BASE RATE ADJUSTMENT
family	0.00 + EUR
standart	0.00 + EUR

The screenshot shows the 'Confirmation' step (step 6 of 6) in the Hotelbeds channel setup process. The progress bar at the top shows six steps, with the sixth step active. The main content area features a thumbs-up icon and the text: 'You have completed Hotelbeds channel setup'. Below this, it states: 'A Full Inventory Refresh has now been sent to Hotelbeds to ensure that your property's availability and rates are synced on the channel. If you would like to edit any of the previous setup steps for this channel, please visit Hotelbeds on the Channel List. Click FINISH to return to the Channel List.' At the bottom right, there is a 'FINISH' button, highlighted with a red circle and the number '10'.

# STEP THREE

## COMPLETE THE CONTENT ON YOUR MAXIROOM HOTELBEDS HOTEL PORTAL

1. Login to **Hotelbeds extranet (MaxiRoom)**
2. Complete the following details:
  - Hotel descriptions in English and in your local language
  - Hotel facilities and services
  - Room facilities and number of pax distribution
  - Hotel and Room pictures (min. 12 pictures/ min 800 px wide)

Once you complete this final step, you will be ready to start selling with Hotelbeds. If you have any more doubts about how this connection works, please have a look at the '**Frequently Asked Questions**' section from [this article](#).

Hotel Info | General Information

1 2 3 4

GENERAL INFORMATION SERVICES ROOMS IMAGES PREVIEW

**General information**

This page allows you to check and modify your property's information:

- Description
- Location
- Issues
- About hotel
- Contacts

**DESCRIPTION**

100 % Complete in English and local language

This unpretentious Hotel is situated in Felanitx. This unpretentious Hotel is situated in Felanitx. This unpretentious Hotel is situated in Felanitx. vThis unpr ...

SEE DETAILS

**LOCATION**

ADDRESS INFORMATION

Address	176
Postal code	07006
City	ISLAS BALEARES
Country	ES

SEE MAP DETAILS

**ABOUT HOTEL**

100 % Complete

Connecting rooms	N
Double rooms	20
Total number of rooms	42

SEE DETAILS

**CONTACTS**

Main Contact

SEE DETAILS

**ISSUES**

Your hotel does not have any issues.

SEE DETAILS

The background features a modern building with a grid of glass windows. Overlaid on this is a network of thin, glowing lines in shades of blue, green, and red, suggesting a digital or data network. The overall color palette is a mix of cool blues and greens with warm reds and oranges.

**hotelbeds**

[Click here](#) to register  
your property today