

WPS

an Onyx Payments company

USER GUIDE FOR TRAVEL AGENCIES

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WPS NETWORK INTRODUCTION

- WPS Network (www.wpsnetwork.com) is a very useful working tool for hotels and travel agents. It has been designed to make the management of commission payments easier, as well as to achieve greater efficiency in communication and marketing activities.
- WPS Network is a business to business Intranet, created for the sole purpose of offering WPS' clients a private working environment and value added services.
- The purpose of this User Guide is to facilitate the use of WPS network for WPS users. This User Guide includes a detailed description of how each of the services work.
- We hope that this User Guide helps you and we remain at your disposal for any further assistance you may need.
- Welcome to WPS Network

2. LOG IN AT WPS NETWORK

- 1°.- Go to www.wpsnetwork.com
- 2° .- Introduce your access codes
- 3° .- Click on 'Do you need access codes?' if you have not received your codes.

Since 1997, the **WPS** concept has been established in the process and management of information and payments.

Our concept is based on **SERVICE, TECHNOLOGY** and **EFFICIENCY**.

Preferred by thousands of hotels and travel agencies worldwide, **WPS** contributes to the fluency and dynamism in the relationship between the different members of the travel industry, with the most advanced managing instruments.

The rapid increase of the internet and GDS bookings, and the ways of business generated with the new technologies, made necessary the updating from obsolete payment processes and administrative management.

Welcome to **WPS**

Contact us for further information

Username:

Password:

Forgot your access codes?

Languages Choose:

3.- HOME - MAIN MENU

The screenshot shows the WPS network home page. At the top left is the WPS network logo. The navigation bar includes links for 'Your profile', 'payment tracking', 'your commission claims', 'D.I.G.', and 'other services'. A 'DEMO TRAVEL AGENCY' profile is displayed on the left with the following details:

Company Name	TRAVEL AGENCY
Travel Agency Code	TA CODE
Address	TAADDRESS
Town/City - Postcode	PORTLAND, OR 97029
Country	U.S.A
Phone	TAPHONE
Fax	TAFAX
E-mail	Mr. CONTACT PERSON - EMAIL

Below the profile, a red text prompt reads: 'Please go to your profile to verify and update your details'. The main content area features a 'WPS Network Services' menu with the following items:

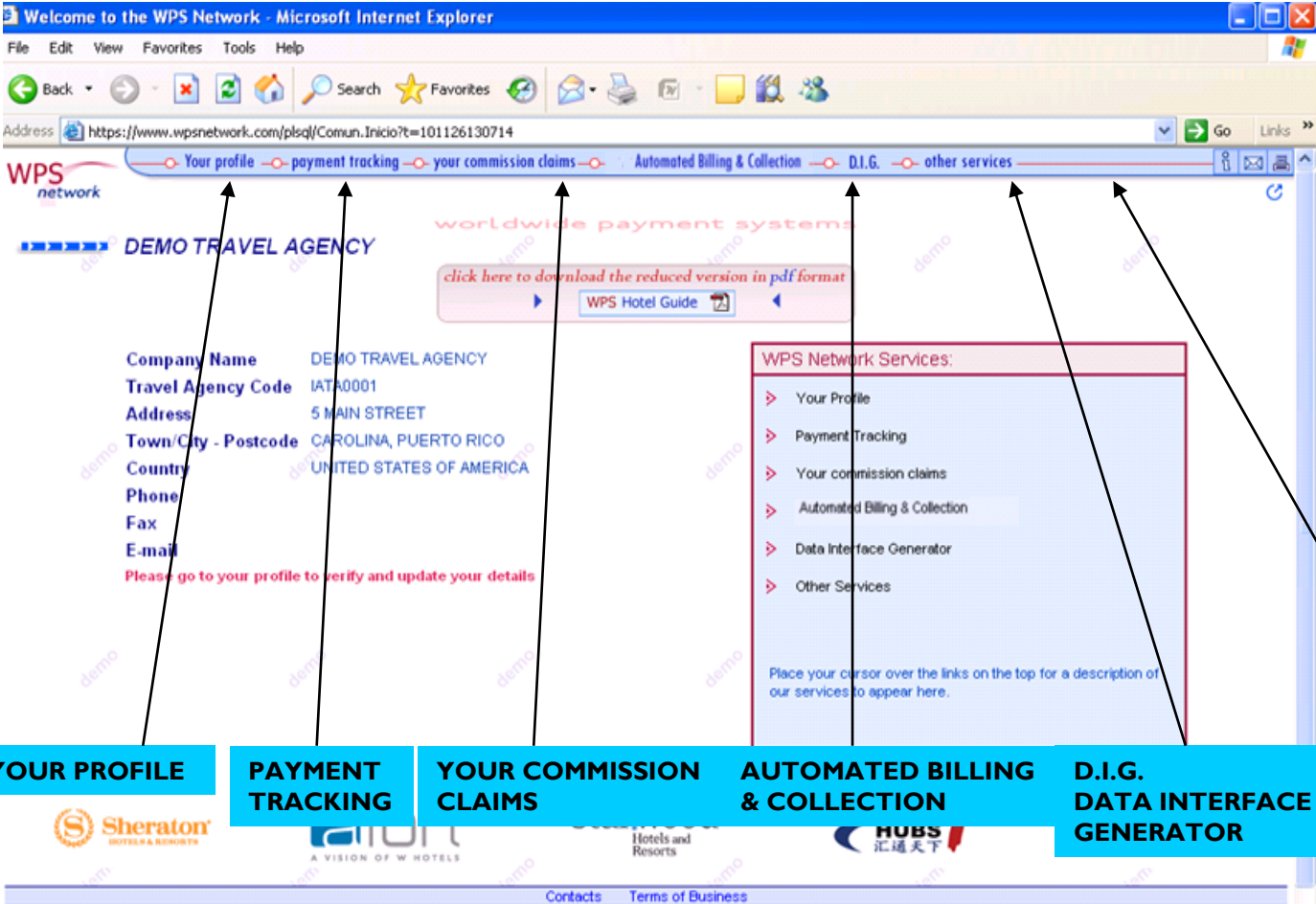
- > Your Profile
- > Payment Tracking
- > Your commission claims
- > Data Interface Generator
- > Other Services

A note below the menu states: 'Place your cursor over the links on the top for a description of our services to appear here.' A callout box labeled 'CLICK HERE TO SEND A REQUEST TO WPS SUPPORT DESK' points to the top right corner of the page. Another callout box labeled 'WPS HOTEL GUIDE' points to a link that says 'click here to download the reduced version in pdf format' with a 'WPS Hotel Guide' button. A callout box labeled 'WPS CONTACT DETAILS' points to the footer area which contains links for 'Contacts', 'Terms of Business', 'Legal Notice', and 'Privacy Policy', along with the copyright notice '©WPS S.A., 24/12/2010'. The footer also displays logos for WPS, Sheraton, RRR, element, and JOLLY HOT.

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3. HOME - MAIN MENU

There are 6 active links on the home page under WPS Network services.



YOUR PROFILE

PAYMENT TRACKING

YOUR COMMISSION CLAIMS

AUTOMATED BILLING & COLLECTION

D.I.G. DATA INTERFACE GENERATOR

OTHER SERVICES

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4.1 YOUR PROFILE

Welcome to the WPS Network - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://www.wpsnetwork.com/plsql/Comun.Inicio?t=101126130714>

WPS network

Your profile — payment tracking — your commission claims — Automated Billing & Collection — D.I.G. — other services

DEMO TRAVEL AGENCY

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WPS Hotel Guide

Company Name	DEMO TRAVEL AGENCY
Travel Agency Code	IATA0001
Address	5 MAIN STREET
Town/City - Postcode	CAROLINA, PUERTO RICO
Country	UNITED STATES OF AMERICA
Phone	
Fax	
E-mail	

Please go to your profile to verify and update your details

WPS Network Services:

- > Your Profile
- > Payment Tracking
- > Your commission claims
- > Automated Billing & Collection
- > Data Interface Generator
- > Other Services

Place your cursor over the links on the top for a description of our services to appear here.

Sheraton
HOTELS & RESORTS

aloft™
A VISION OF W HOTELS

starwood
Hotels and
Resorts

HUBS
汇通天下

Jumeirah

Contacts Terms of Business

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4.1 YOUR PROFILE

4.1.1. Your Profile

It allows you to provide WPS with updated information about your company and payment preferences.

Update your agency information and click **Update**

Update your payment preferences and click **Submit**

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4.1 YOUR PROFILE

4.1.1. Your Profile

DEMO 2ABOOKING

Your Profile

Your current company details*	Your current payment method - preferences */***
Company Name: 2ABOOKING	Payments and related data for this agency are currently being provided to agency code 505517. Our contact details at his agency is LOLY GILLEN e-mail: ADMIN@SOL.COM
Legal Name: 2ABOOKING	
VAT #: <i>Invalid V.A.T.</i>	
Legal Address: TRAJANO 44 1º A	
Postcode: 41002	
Country: Spain	
State: Not Applied	
Town/City: SEVILLA	
Physical Address: TRAJANO 44 1º A	
Postcode: 41002	
Country: Spain	
State: Not Applied	
Town/City: SEVILLA	
Postal Address: TRAJANO 44 1º A	
Postcode: 41002	
Country: Spain	
State: Not Applied	
Town/City: SEVILLA	
Contact details for payment correspondence ***	
Contact Name: OWNER/MANAGER	Phone: 954 501306
E-mail:	Fax: 954 501307
Contact Sales Manager ***	
Contact Name:	Phone:

To provide your VAT Number

4.1 YOUR PROFILE

4.1.1. Your Profile

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DEMO TRAVLE AGENCY Your Profile

Your current company details*	Your current payment method - preferences */***
<p>Company Name: <input type="text" value="TA NAME"/></p> <p>Legal Name: <input type="text" value="TA ADDRESS"/></p> <p style="color: red; font-size: small;">If in the U.S. please click here to complete W9 to add or change data below: </p> <p>SSN: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>EIN: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p>Status: <input type="text"/></p> <p>Exempt from Backup Withholdings: <input type="text"/></p> <p style="text-align: center; font-size: small;">TIN History (Click to open) +</p> <p>Legal Address: <input type="text" value="TA LEGAL ADDRESS"/></p> <p>Postcode: <input type="text" value="ZP CODE"/></p> <p>Country: <input type="text" value="United States Of America"/></p> <p>State: <input type="text" value="California"/></p> <p>Town/City: <input type="text" value="SAN FRANCISCO"/></p> <p>Physical Address: <input type="text" value="TA PHYSICAL ADDRESS"/></p> <p>Postcode: <input type="text" value="ZP CODE"/></p> <p>Country: <input type="text" value="United States Of America"/></p> <p>State: <input type="text" value="California"/></p> <p>Town/City: <input type="text" value="SAN FRANCISCO"/></p> <p>Postal Address: <input type="text" value="TA ADDRESS"/></p> <p>Postcode: <input type="text" value="ZP CODE"/></p> <p>Country: <input type="text" value="United States Of America"/></p> <p>State: <input type="text" value="California"/></p> <p>Town/City: <input type="text" value="SAN FRANCISCO"/></p>	<p>Payment Method: <input type="text" value="Cheque"/></p> <p>Account country: <input type="text" value="UNITED STATES OF AMERICA"/></p> <p>Currency: <input type="text" value="US DOLLARS"/></p> <p>Contact Name: <input type="text"/></p> <p>E-mail: <input type="text"/></p> <p style="text-align: center;"><input type="button" value="Submit"/></p>
<p style="text-align: center; font-size: small;">Contact details for payment correspondence ***</p> <p>Contact Name: <input type="text" value="CONTACT PERSON"/> Phone: <input type="text" value="1+999+999-9999"/></p> <p>E-mail: <input type="text" value="EMAIL@EMAIL.MAIL"/> Fax: <input type="text" value="1+999+999-9999"/></p>	<p style="text-align: center; font-size: small;">Consolidation</p> <p>Amount from which to consolidate</p> <p><input checked="" type="checkbox"/> Minimum amount to receive. WPS consolidates your commissions until they reach the minimum amount of:</p> <p><input type="text" value="EUR"/></p> <p>Contact Name: <input type="text"/></p> <p>E-mail: <input type="text"/></p>
<p style="text-align: center; font-size: small;">Contact Sales Manager ***</p> <p>Contact Name: <input type="text"/></p> <p>Phone: <input type="text"/></p> <p>E-mail: <input type="text"/></p> <p>Fax: <input type="text"/></p>	

For US agencies only – Enter the W9 Information

4.1 YOUR PROFILE

4.1.2. To be confirmed by WPS

4.1.3. Updates Review

To be confirmed by WPS – displays what a travel agent submits to be changed in Your Profile and has not been confirmed by WPS yet

The screenshot shows the WPS network interface with a navigation bar containing: Your profile, payment tracking, your commission claims, Automated Billing & Collection, D.I.G., and other services. The main menu includes: Your Profile, To be confirmed by WPS, Updates Review, and User Configuration. The page title is "To be confirmed by WPS". Below the title is a table with columns: Date, Company Name, Address, Postcode, Contact Name, and Phone. A second row of columns is: Legal Name, Country, Town/City, E-mail, and Fax. The text "No records have been found" is displayed below the table. A footer note reads: "Changes made marked in red color".

The screenshot shows the WPS network interface with a navigation bar containing: Your profile, payment tracking, your commission claims, Automated Billing & Collection, D.I.G., and other services. The main menu includes: Your Profile, To be confirmed by WPS, Updates Review, and User Configuration. The page title is "Updates Review". Below the title is a table with columns: Date, Company Name, Address, Postcode, Contact Name, and Phone. A second row of columns is: Legal Name, Country, Town/City, E-mail, and Fax. The text "No records have been found" is displayed below the table. A footer note reads: "Changes made marked in red color".

4.1 YOUR PROFILE

4.1.4. User Configuration

In this screen you will be able to personalize your access codes, language and date format

WPS network | Your Profile | To be confirmed by WPS | Updates Review | **User Configuration**

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User Configuration

Change user name		Change password	
Current user name	:	Current password	:
New user name	:	New password	:
Confirmation	:	Confirmation	:
<input type="button" value="Change"/>		<input type="button" value="Change"/>	

Change language		Change date format	
Language	:	<input type="radio"/> 31/12/2010 <input type="radio"/> 12-31-2010 <input type="radio"/> 2010/12/31	
<input type="button" value="Change"/>		<input type="button" value="Change"/>	

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[Legal Notice](#) | [Privacy Policy](#)
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4.2 PAYMENT TRACKING

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click here to download the reduced version in pdf format

WPS Hotel Guide

DEMO TRAVEL AGENCY

Company Name DEMO TRAVEL AGENCY
Travel Agency Code IATA0001
Address 5 MAIN STREET
Town/City - Postcode CAROLINA, PUERTO RICO
Country UNITED STATES OF AMERICA
Phone
Fax
E-mail

Please go to your profile to verify and update your details

WPS Network Services:

- > Your Profile
- > Payment Tracking
- > Your commission claims
- > Automated Billing & Collection
- > Data Interface Generator
- > Other Services

Place your cursor over the links on the top for a description of our services to appear here.

Sheraton
Aloft
A VISION OF W HOTELS
starwood
Hotels and Resorts
HUBS
Jumeirah

Contacts Terms of Business

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4.2 PAYMENT TRACKING

4.2.1 Payment Summary

Check at any time the status of all commission payments carried out through WPS on behalf of our hotels.

WPS network | Your profile | **payment tracking** | your commission claims | D.I.G.

Payment Summary | Global search | Starwood Historic Payment Data

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Payment Summary

Search by CIC : Search

CIC	Amount	D. Payment	Payment	Report Format
541	119.40 EUR	08/05/2009	Electronic Transfer	
528	26.47 EUR	06/02/2009	Electronic Transfer	

Page 1 of 1

For further information, please contact our Support Desk.
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Introduce the CIC number you are interested and click on search.
(CIC number is WPS reference for each payment).

Get a detailed report (commissionable and non commissionable bookings for the selected CIC number (see example on the next two pages)

Click here to download the information in an Excel file

4.2 PAYMENT TRACKING

4.2.1 Payment Summary

(Clicking on CIC# in blue)

WPS network | Your profile | **payment tracking** | your commission claims | D.I.G. | Payment Summary | Global search | Starwood Historic Payment Data

DEMO TRAVEL AGENCY | worldwide payment systems | Global search

CIC: [dropdown] Status: Paid [dropdown] Hotel: [input] [button]

Client: [input] Check-In: From [dropdown] [dropdown] [dropdown] To [dropdown] [dropdown] [dropdown] Check-Out: From [dropdown] [dropdown] [dropdown] To [dropdown] [dropdown] [dropdown] [button]

Booking Reference: [input] Hotel name, brand: [input] Hotel group: [input] [button]

Invoice N°: [input] Invoice date: From [dropdown] [dropdown] [dropdown] To [dropdown] [dropdown] [dropdown]

Page 1 of 1

CIC	Hotel	Client / Check-In / Check-Out / Booking Reference	Status	Payment	Invoice / Date / Agent Name	V.A.T. Amount	Commission Amount	Origin Claims
528	SAMPLE HOTEL HOTEL ADDRESS CITY - COUNTRY	LAST NAME/FIRST NAME 21/01/2009 - 22/01/2009 BOOKING REFERENCE	Paid	Electronic Transfer 06/02/2009 Cashed: 24/02/2009		0.00	26.47 EUR	No
541	HOTEL SAMPLE HOTEL ADDRESS CITY - COUNTRY	LAST NAME / FIRST NAME 23/12/2004 - 01/01/2005 BOOKING REFERENCE	Paid	Electronic Transfer 08/05/2009 Cashed: 15/05/2009		0.00	119.40 EUR	No

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4.2 PAYMENT TRACKING

4.2.1 Payment Summary

(Clicking on “Electronic transfer” or “Cheque number”)

Example of Detailed Report from Payment Summary



TRAVEL AGENCY
 A/A: ACCOUNT DEPARTMENT - Ms Ms CONTACT PERSON
 TA ADDRESS
 97209 OREGON, PORTLAND U.S.A.

OUR REFERENCE: CIC411

Friday 10/11/2006

Please be advised that we have credited your account with US BANK NATIONAL ASSOCIATION the sum of

USD 293.67

The transfer was made on 10/11/2006 and will be credited in your local currency in a few days.

This payment was made with reference to the following hotel/s:

SAMPLE HOTEL
 HOTEL ADDRESS
 CITY - COUNTRY

AGENCY / IATA #	LOCALIZER	CLIENT	DATE	V.A.T.	COMMISSION AMOUNT
# TA CODE	BOOKING REFERENCE	LAST NAME/FIRST NAME	31/08/2006 - 03/09/2006		73.15 USD
					73.15 USD
					73.15 USD

SAMPLE HOTEL
 HOTEL ADDRESS
 CITY - COUNTRY

AGENCY / IATA #	LOCALIZER	CLIENT	DATE	V.A.T.	COMMISSION AMOUNT
# TA CODE	BOOKING REFERENCE	LAST NAME/FIRST NAME	26/06/2006 - 28/06/2006		28.08 USD
					28.08 USD
					28.08 USD

SAMPLE HOTEL
 HOTEL ADDRESS
 CITY - COUNTRY

AGENCY / IATA #	LOCALIZER	CLIENT	DATE	V.A.T.	COMMISSION AMOUNT
# TA CODE	BOOKING REFERENCE	LAST NAME/FIRST NAME	11/10/2006 - 12/10/2006		29.99 USD
					29.99 USD
					29.99 USD

SAMPLE HOTEL
 HOTEL ADDRESS
 CITY - COUNTRY

AGENCY / IATA #	LOCALIZER	CLIENT	DATE	V.A.T.	COMMISSION AMOUNT
# TA CODE	BOOKING REFERENCE	LAST NAME/FIRST NAME	09/09/2006 - 10/09/2006		15.42 USD
	BOOKING REFERENCE	LAST NAME/FIRST NAME	09/09/2006 - 10/09/2006		10.99 USD
					26.41 USD
					26.41 USD

SAMPLE HOTEL
 HOTEL ADDRESS
 CITY - COUNTRY



4.2 PAYMENT TRACKING

4.2.2 Global Search

It allows you to search by different criteria and provide you with full information about your commissions
You can run general searches by CIC number, client name, hotel name, etc.

The screenshot shows the 'Global search' interface of the WPS network. The form includes the following fields:

- CIC: [Dropdown menu]
- Status: [Dropdown menu, value: Paid]
- Hotel: [Text input field]
- Client: [Text input field]
- Check-In: [From/To date pickers]
- Check-Out: [From/To date pickers]
- Booking Reference: [Text input field]
- Hotel name, brand: [Text input field]
- Hotel group: [Text input field]
- Invoice N°: [Text input field]
- Invoice date: [From/To date pickers]

A blue box with the text "Search can be done by different criterias" has arrows pointing to the following fields: CIC, Status, Hotel, Check-In, Check-Out, Hotel name, brand, and Hotel group.

Search can be done by different criterias

For further information, please contact our Support Desk.
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4.2 PAYMENT TRACKING

4.2.3 Starwood Historic Payment Data

It allows you to find any Starwood payments made by prior Starwood commission processing system

Please introduce the details and click on the Search button

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4.3 YOUR COMMISSION CLAIMS

Welcome to the WPS Network - Microsoft Internet Explorer

Address: <https://www.wpsnetwork.com/plsql/Comun.Inicio?t=101126130714>

Navigation: [Your profile](#) - [payment tracking](#) - [your commission claims](#) - [Automated Billing & Collection](#) - [D.I.G.](#) - [other services](#)

WPS network

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DEMO TRAVEL AGENCY

[click here to download the reduced version in pdf format](#)

WPS Hotel Guide

Company Name DEMO TRAVEL AGENCY
Travel Agency Code IATA0001
Address 5 MAIN STREET
Town/City - Postcode CAROLINA, PUERTO RICO
Country UNITED STATES OF AMERICA
Phone
Fax
E-mail

Please go to your profile to verify and update your details

WPS Network Services:

- > Your Profile
- > Payment Tracking
- > Your commission claims
- > Automated Billing & Collection
- > Data Interface Generator
- > Other Services

Place your cursor over the links on the top for a description of our services to appear here.

Sheraton HOTELS & RESORTS | aloft™ A VISION OF W HOTELS | starwood Hotels and Resorts | HUBS 汇通天下 | Jumeirah

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4.3 YOUR COMMISSION CLAIMS

4.3.1 Direct Data

This service enables you to input your commission claims through our website.



Click here to start and follow the next step.

Once clicked on "ok" a new field is opened

4.3 YOUR COMMISSION CLAIMS

4.3.1 Direct Data

The screenshot shows the WPS network interface for 'Direct Data'. At the top, there are navigation links: 'Your profile', 'payment tracking', 'your commission claims', 'D.I.G.', and 'other services'. Below this, the user is identified as 'DEMO TRAVEL AGENCY'. The main content is divided into three steps:

- Step 1: Select the hotel from our data base**. A button labeled 'Click here to select the hotel' is highlighted with a blue callout box: 'Step 1 – Click here to select the hotel'.
- Step 2: Fill in details about the reservation**. This section contains several input fields: 'Booking Reference', 'Client Name', 'Check-in' (with a calendar icon), 'Number of nights', 'Number of rooms', 'Rate', 'Comm %', 'Comm Amount', and 'Currency'. An 'OK' button is at the end. A blue callout box: 'Step 2 – Enter the reservation details and click on OK' points to the 'OK' button.
- Review your claim before submitting it to WPS**. This section displays a table with reservation details. Below the table, a 'Submit claim to WPS' button is circled in black. A blue callout box: 'Review the details and click on “Submit claim to WPS”' points to this button.

At the bottom of the interface, there are links for 'Legal Notice' and 'Privacy Policy', and a copyright notice: '@WPS S.A., 04/01/2011'.

Step 1 – Click here to select the hotel

Step 2 – Enter the reservation details and click on OK

Review the details and click on “Submit claim to WPS”

4.3 YOUR COMMISSION CLAIMS

4.3.2 Claims Summary

All commission claims sent by your travel agency to any WPS hotels or directly to WPS are processed automatically and the resulting status is displayed here under the correspondent claims reference number.

Claim Ref.	Date	Source		Paid	In process	Waiting for funds	Refused	Validated Commissions	Non-Validated Commissions
31283	09/02/2009	TRAVEL AGENCY	WPS Client Hotels	2	0	0	4	0	0

This reference number is provided by WPS via email or fax once your claim is registered in our system. If you click here you will get a detailed report of your commission claim. See an example in next page.

This shows the date when the claim is submitted to WPS

Hotel Type

4.3 YOUR COMMISSION CLAIMS

4.3.2 Claims Summary

WPS network | Your profile | payment tracking | your commission claims | D.I.G. | Direct Data | Claims Summary | Global search

DEMO TRAVEL AGENCY | worldwide payment systems | Claims Summary

Claim Ref.: 31283 | Date: 09/02/2009 | Source: TRAVEL AGENCY | WPS Client Hotels

Claim Ref.	Date	Source	Paid	In process	Waiting for funds	Refused	Validated Commissions	Non-Validated Commissions
31283	09/02/2009	TRAVEL AGENCY	2	0	0	4	0	0

Page 1 of 1

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Paid column shows the commission payment details

In Process column shows that the commission details are available but WPS has not received the payment from the hotel yet or WPS received the payment from the hotel but has not yet reached WPS payment cycle

Refused column shows the commissions that were rejected (Non-commissionable, Cancelled, No-show, etc)

Validated Commissions column shows the reservations in which the hotel reviewed status of the commission

Non-Validated Commissions column shows the reservations which the hotel has not reviewed the status of the commission

4.3 YOUR COMMISSION CLAIMS

4.3.2 Claims Summary

Example of a detailed report for a commission claim.

WPS network | Direct Data | **Claims Summary** | Global search

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Claims Summary

Claim Ref.: 14693 | Status: All | Hotels: WPS Client Hotels | Check-In: From: To: | CIC: | Payment date: | Reason for commission payment refusal: | Search

Booking reference	Hotel	Client / Check-In / Check-Out	Booking	%	Commission Amount	Status	Details
BOOKING REFERENCE	SAMPLE HOTEL HOTEL ADDRESS CITY - COUNTRY	LAST NAME/FIRST NAME 14/07/2005 - 18/07/2005	167.40	10.00	66.96 EUR	Refused	No records
BOOKING REFERENCE	SAMPLE HOTEL HOTEL ADDRESS CITY - COUNTRY	LAST NAME/FIRST NAME 14/07/2006 - 18/07/2006	540.00	10.00	54.00 EUR	In process : In payment process	
BOOKING REFERENCE	SAMPLE HOTEL HOTEL ADDRESS CITY - COUNTRY	LAST NAME/FIRST NAME 26/06/2006 - 28/06/2006			28.08 USD	Paid	Electronic Transfer 09/11/2006 CIC 411
BOOKING REFERENCE	SAMPLE HOTEL HOTEL ADDRESS CITY - COUNTRY	LAST NAME/FIRST NAME 20/06/2006 - 24/06/2006			81.35 USD	Paid	Electronic Transfer 09/11/2006 CIC 411

Page 1 of 1

You can search by Claim Reference Number

Link to the detailed report of that CIC number

4.3 YOUR COMMISSION CLAIMS

4.3.3 Global Search

It allows you to search your commission claims by different criteria and provide you with full information about their status.

WPS network | Direct Data | Claims Summary | **Global search** | D.I.G.


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Global search

Reference :

Client :

Check-In : From To


Hotel 

Address :

Check-Out : From To

Status :

Booking Reference :

 Search

- Validated : Already checked and confirmed by the hotel concerned. In payment process in the following days.
- Non Validated : Status pending to be checked by the hotel concerned
- WPS does not process commission claims when related to reservations older than two years from the check out date.
- Your pending claims will be available for hotels validation either 30 or 60 days after the check out, depending on the hotels commission processing calendar.

4.4 Automated Billing & Collection

Welcome to the WPS Network - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://www.wpsnetwork.com/plsql/Comun.Inicio?t=101126130714> Go Links

WPS network

Your profile — payment tracking — your commission claims — Automated Billing & Collection — D.I.G. — other services

DEMO TRAVEL AGENCY

worldwide payment systems

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WPS Hotel Guide

Company Name DEMO TRAVEL AGENCY
Travel Agency Code IATA0001
Address 5 MAIN STREET
Town/City - Postcode CAROLINA, PUERTO RICO
Country UNITED STATES OF AMERICA
Phone
Fax
E-mail
Please go to your profile to verify and update your details

WPS Network Services:

- > Your Profile
- > Payment Tracking
- > Your commission claims
- > Automated Billing & Collection
- > Data Interface Generator
- > Other Services

Place your cursor over the links on the top for a description of our services to appear here.

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starwood Hotels and Resorts

HUBS 汇通天下

Jumeirah

Contacts Terms of Business

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4.4 Automated Billing & Collection

Automated Billing & Collection (ABC) is a service available for Travel Agents that consist on the outsourcing of the Travel Agent billing and reconciliation process. For further information regarding ABC service, please contact WPS abcplus@wpsnetwork.com.



WPS network | Validation Status | ABC Invoices | Invoice Details | WPS Invoices

TEST | Your profile | payment tracking | your commission claims | **Automated Billing & Collection**

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WPS1

Validation Status

Date: From 01 07 2010 To 26 02 2011 Currency: Status: Non validated

Date	Currency	WPS Client Hotels	Non-Validated Commissions		Commissions to be paid		Refused
			Clients	Amount	Clients	Amount	Clients
02/2011	EUR	No	7	369.50	2	126.90	0
Date	Currency	WPS Client Hotels	Clients	Amount	Clients	Amount	Clients

4.5 DIG (Data Interface Generator)

WPS network

DEMO TRAVEL AGENCY

worldwide payment system

click here to download the reduced version in pdf format

WPS Hotel Guide

Company Name DEMO TRAVEL AGENCY
Travel Agency Code IATA0001
Address 5 MAIN STREET
Town/City - Postcode CAROLINA, PUERTO RICO
Country UNITED STATES OF AMERICA
Phone
Fax
E-mail

Please go to your profile to verify and update your details

WPS Network Services:

- > Your Profile
- > Payment Tracking
- > Your commission claims
- > Automated Billing & Collection
- > Data Interface Generator
- > Other Services

Place your cursor over the links on the top for a description of our services to appear here.

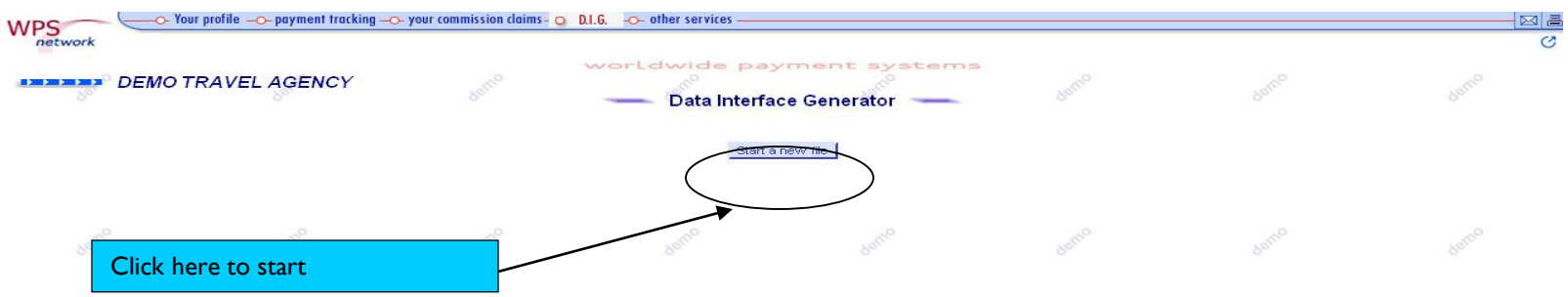
Sheraton
aloft
starwood
HUBS
Jumeirah

Contacts Terms of Business

WPS
an Onyx Payments company

4.5 DIG (Data Interface Generator)

You can get tailor-made reports by choosing the format and fields you may require for an automated conciliation in your own system.



4.5 DIG (Data Interface Generator)

Ist Step

WPS network | Your profile | payment tracking | your commission claims | **D.I.G.** | other services

worldwide payment systems

Step 1 **File format** | Step 2 Data selection | Step 3 Data Order | Step 4 Data layout | Step 5 Data filtering | Step 6 Final result

Please select one of the options, and click "Next" to go to step 2

- Excel compatible format (CSV)
- Excel compatible format (SYLK)
- Text with fields delimited by special characters Text delimiter: [] Text Qualifier: []
- Text with fixed width fields

Next >

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4.5 DIG (Data Interface Generator)

2nd Step

WPS network | Your profile | payment tracking | your commission claims | **D.I.G.** | other services

worldwide payment systems

Step 1: File format | **Step 2: Data selection** | Step 3: Data Order | Step 4: Data layout | Step 5: Data filtering | Step 6: Final result

Please select your options by clicking in the boxes, and click "Next" to go to step 3

Which data to query: Paid In process Non Commissionable

Available data items:

- TIC
- Hotel Name
- Hotel Town/City
- Hotel Country Code
- Hotel Country
- Hotel Postal Code
- Hotel Fax
- Amadeus Code
- Galileo Code
- Sabre Code
- Worldspan Code
- WPS Hotel ID
- Travel Agency Name
- Client First Name
- Booking reference

Selected data items:

- Hotel Address
- Hotel Phone
- IATA Code
- Client Last Name
- Client
- Check-In
- Check-Out

Previous Next

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4.5 DIG (Data Interface Generator)

3th Step

WPS network

Your profile | payment tracking | your commission claims | **D.I.G.** | other services

worldwide payment systems

Step 1: File format | Step 2: Data selection | **Step 3: Data Order** | Step 4: Data layout | Step 5: Data filtering | Step 6: Final result

Select the order of the records in the file, and click "Next" to go to step 4

First item of ordering
Hotel Address Ascending Descending

Second item of ordering
Hotel Phone Ascending Descending

Third item of ordering
 Ascending Descending

[Previous](#) [Next](#)

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4.5 DIG (Data Interface Generator)

4th Step

WPS network

Your profile - payment tracking - your commission claims - **D.I.G.** - other services

worldwide payment systems

Step 1 File format | Step 2 Data selection | Step 3 Data Order | **Step 4 Data layout** | Step 5 Data filtering | Step 6 Final result

If you want to personalize your file, click on the options, and click "Next" to go to step 5

Header
Click here to define the report header

Body
Click on any item to change its properties

Hotel Address	Hotel Phone	IATA Code	Client Last Name	Client	Check-In	Check-Out
---------------	-------------	-----------	------------------	--------	----------	-----------

Footer
Click here to define the report footer

◀ Previous Next ▶

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5th Step

worldwide payment systems

Step 1 File format	Step 2 Data selection	Step 3 Data Order	Step 4 Data layout	Step 5 Data filtering	Step 6 Final result
-----------------------	--------------------------	----------------------	-----------------------	----------------------------------	------------------------

Please enter the filters on the data, and click "Next" to go to step 6

Item	Condition	Values	
CIC	equal to	411	Delete
	not equal to		Delete
	greater than		Delete
	less than		Delete
	between two values		Delete
	is blank		Delete
	is not blank		Delete

[Previous](#) [Next](#)

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4.5 DIG (Data Interface Generator)

6th Step

WPS network

Your profile — payment tracking — your commission claims — **D.I.G.** — other services

worldwide payment systems

Step 1 File format | Step 2 Data selection | Step 3 Data Order | Step 4 Data layout | Step 5 Data filtering | **Step 6 Final result**

This is the final step. You can download the file with the data you have selected

Number of records resulting your query 9

File Name : WPS_2006_11_22.csv

Previous Get the result

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4.6 OTHER SERVICES

WPS network

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click here to download the reduced version in pdf format

WPS Hotel Guide

DEMO TRAVEL AGENCY

Company Name DEMO TRAVEL AGENCY
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Sheraton
aloft
starwood
HUBS
Jumeirah

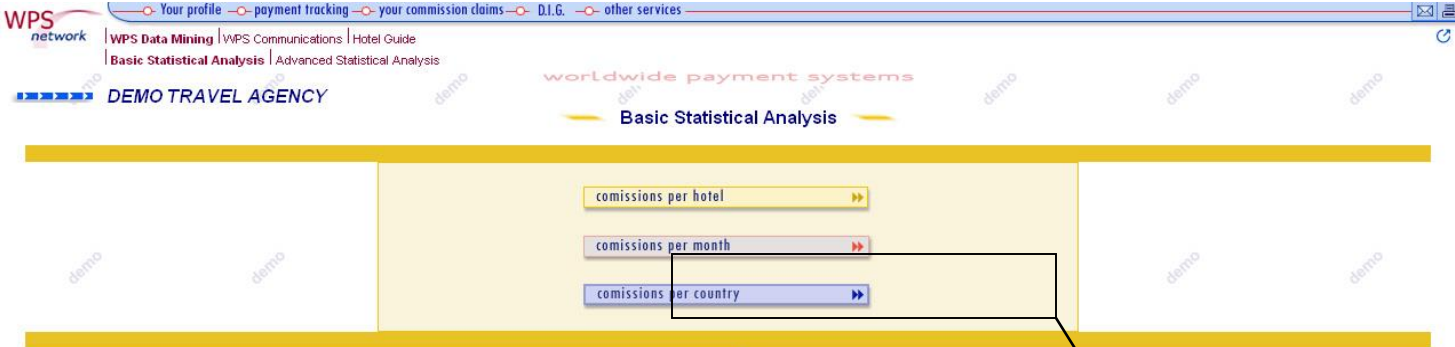
Contacts Terms of Business

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4.6 OTHER SERVICES:DATA MINING (I)

Obtain useful statistical analysis of all commission payments carried out through WPS on behalf of our hotels

BASIC STATISTICAL ANALYSIS: Three different kinds of statistical reports can be obtained through the “Basic Statistical Analysis” service: “Commissions per hotel”, “Commissions per month”, “Commissions per country”.



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https://www.wpsnetwork.com - WPS Data Mining - Commissions per hotel - Moz...

Print

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DEMO TRAVEL AGENCY

Commissions per hotel

Hotel	2006		2005		Variation	
	Amount	% TOTAL	Amount	% TOTAL	Amount	%
HOTEL DE ORANGERIE	222.15	10.08			222.15	
HOTEL WIDDER	190.96	8.67			190.96	
REMMEN HOTELS (HOTEL KONG FREDERIK)	163.14	7.40			163.14	
HTL LAS CASAS DE LA JUDERIA	148.18	6.72			148.18	
HOTEL INTUR PALACIO SAN MARTIN	131.32	5.96			131.32	
RADISSON SAS SCANDINAVIA HOTEL	123.72	5.61			123.72	
RADISSON SAS EU HOTEL	121.50	5.51			121.50	
HOTEL R. GOTICO	120.52	5.47	130.21	69.81	-9.69	-7.44
71 NYHAVN HOTEL	115.01	5.22			115.01	
HOTEL RIALTO	112.38	5.10	42.84	22.97	69.54	162.32
NH VMEN-BELVEDERE	93.21	4.23			93.21	
KEMPINSKI HOTEL AIRPORT MÜNCHEN	88.16	4.00			88.16	
HOTEL WESTMINSTER CONCORDE	73.15	3.32	13.48	7.23	59.67	442.66
RADISSON SAS HOTEL EDINBURGH	72.02	3.27			72.02	
PARK HOTEL BREMEN	70.03	3.18			70.03	
PARK INTERNATIONAL HOTEL	68.67	3.12			68.67	

Terminado

www.wpsnetwork.com

4.6 OTHER SERVICES:DATA MINING (2)

ADVANCED STATISTICAL ANALYSIS: it establishes a step forward in the handling of your company's statistical data.



Average value of commission / CIC

Click here and a new window will open with a full list of different statistical possibilities

Display the selected desired charts.



4.6 OTHER SERVICES: COMMUNICATIONS



Click on **standard message** to send a message to hotels registered in the WPS Network

Inbox shows messages received by the agency

Sent shows messages sent by the agency to WPS and hotel

WPS Circular notes shows messages WPS sent to all travel agencies

4.6 OTHER SERVICES:HOTEL GUIDE

Find WPS hotels and their contact details

worldwide payment systems

WPS Hotel Guide

Name Country Town/City Category Hotel association

Search

Page 1 of 854

Name	Category	Town/City / Address / Country	Contact
▶ HOTEL MAXIMILIAN		HASTALSKÁ 14 PRAGUE CS, CZECH REP.	SMALL LUXURY HOTELS booking contact EPOQUE HOTELS, A DIVISION OF EUROPEAN HOTELS REPRESENTATION booking contact
▶ 10 MANCHESTER HOTEL		10 MANCHESTER ST LONDON GREAT BRITAIN	UTELL BY PEGASUS booking contact
▶ 101 HOTEL		HVERFISGATA 10 REYKJAVIK ICELAND	DESIGN HOTELS booking contact
▶ 196 BISHOPSGATE		196 BISHOPSGATE LONDON GREAT BRITAIN	booking contact
▶ 25 HOURS HOTEL		PAUL-DESSAU-STRASSE 2 HAMBURG GERMANY	DESIGN HOTELS booking contact
▶ 41		41 BUCKINGHAM PALACE ROAD LONDON GREAT BRITAIN	RED CARNATION HOTELS booking contact
▶ 71 NYHAVN HOTEL		NYHAVN 71 COPENHAGEN DENMARK	SUPRANATIONAL HOTELS booking contact ARP-HANSEN GROUP booking contact
▶ A.S. BELLATERRA HOTEL		AUTOPISTA A-7, KM 150 APDO.19 CERDANYOLA DEL VALLES SPAIN	booking contact
▶ A.T. PALMERA BEACH		AV FRANCIA S/N URB.MIL PALMERA	booking contact

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