

## Instructions:

- Document will have portal, plugin settings, each, and everything to setup
- The basic setup instructions for each PMS, any settings to amend in the portal, what is pulled, what can be changed, any maintenance, etc.
- In a word format and tom can then create it on site as a docs
- We might need to use screenshots as well

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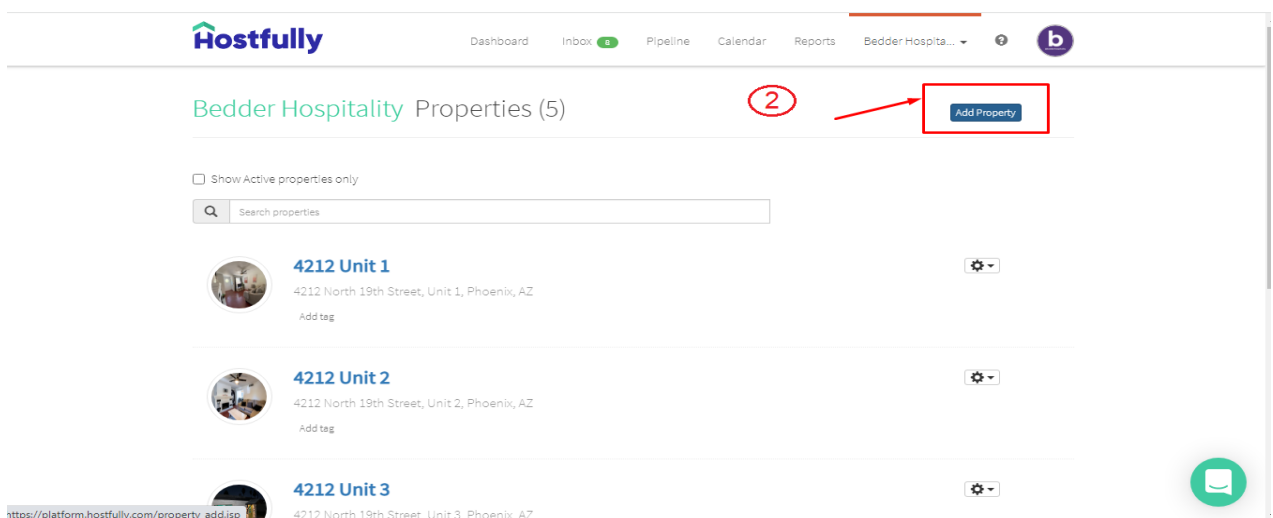
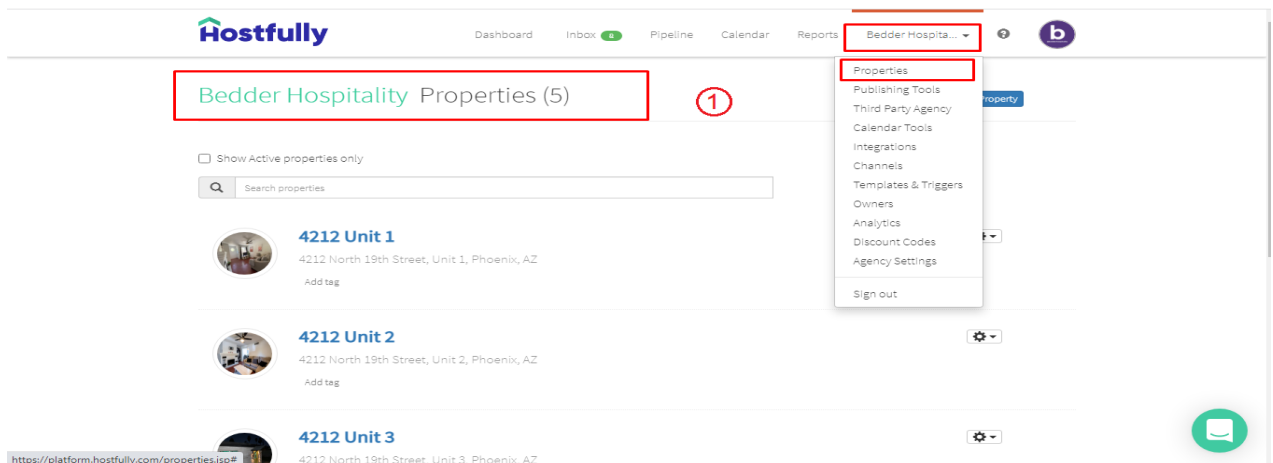
# 1- Introduction

## Hostfully API

Hostfully Property Management Platform is a cloud-based solution designed to help small to large vacation rental businesses manage reservations across multiple channels. Key features include payment processing, instant messaging, team collaboration, upselling, analytics, and reporting.

# 2- Portal

## Add Listings



Hostfully

DashboardInboxPipelineCalendarReportsBedder Hospita...?

b

Add Property (or import from Airbnb)

3

Property type \*  
Property name \*  
Web Link  
Main Image

House

+ Add photo.

Minimum Stay1night(s)

Bedrooms1

Bathrooms1

Number of Beds1

Base Guests \*1

Max Guests \*1

Extra Guests Fee\$ 0Per guest / Per night

Address 1 \*  
Address 2  
City \*  
Zip Code  
State \*  
Country

Accounting ID

Nightly Base Price \*\$ 0

Tax Rate0.0%

Hostfully

DashboardInbox8PipelineCalendarReportsBedder Hospita...?

b

Bedder Hospitality Properties (5)

Add Property

4

☐ Show Active properties only

Q

Search properties

4212 Unit 1

4212 North 19th Street, Unit 1, Phoenix, AZ

Add tag

4212 Unit 2

4212 North 19th Street, Unit 2, Phoenix, AZ

Add tag

4212 Unit 3

By clicking on listing

Hostfully

DashboardInboxPipelineCalendarReportsBedder Hospita...?

b

Main SettingsDescriptionAmenitiesPhotosPricingFees and PoliciesService ProvidersOwnerNotesReviewsRental ConditionsCheck-in Instructions

Edit 4212 Unit 1

5

See Help

CalendarManage Local Recommendations

Property type \*  
Listing type  
Booking.com Room Name  
Property name \*  
Web Link  
Main Image

House

Entire Home

Two-Bedroom Hc

4212 Unit 1

https://platform.hostf

+ Add photo.

Minimum Stay10night(s)

Maximum StayUnlimnight(s)

Min. Wknd Stay0night(s)

Bathrooms1

Bedrooms2Set bedrooms

Number of Beds4Set bed types

Address 1 \*  
Address 2  
City \*  
Zip Code \*  
State \*  
Country  
Latitude  
Longitude

4212 North 19th Stree

Unit 1

Phoenix

85016

AZ

33.497562

-112.041351

Hostfully

Dashboard Inbox Pipeline Calendar Reports Bedder Hospita... ? b

Main Settings **Description** Amenities Photos Pricing Fees and Policies Service Providers Owner Notes Reviews Rental Conditions Check-in Instructions

**Property Descriptions for 4212 Unit 1** 6

Add New Language: Add Language

Languages Enabled: English Italiano

Public Name: Travel with PETS and Sleep in KING beds near GOLFI Handicap accessible!

Short Description: Travel with PETS and Sleep in KING beds near GOLFI

Long Description: You will not find service like this anywhere else. @bedderhospitality is a popular, Top-Rated short term home rental company. Perfect for longer stays

Our newly renovated homes offer high end KING mattresses, excellent air conditioning, and lightweight quilts for a great night of SLEEP in the Arizona summer heat.

Our professional housekeeping and management team will make sure you have a wonderful stay every time.

Notes:

<https://help.hostfully.com>

Hostfully

Dashboard Inbox Pipeline Calendar Reports Bedder Hospita... ? b

Main Settings Description **Amenities** Photos Pricing Fees and Policies Service Providers Owner Notes Reviews Rental Conditions Check-in Instructions

**Amenities for 4212 Unit 1** 7

Indoor

- ☒ TV
- ☒ Air Filter
- ☒ Stove
- ☒ Indoor Fireplace
- ☒ Essentials
- ☐ CD/DVD Player
- ☐ Dehumidifier
- ☒ Crockery and Cutlery
- ☒ Microwave Oven
- ☐ Dishwasher
- ☒ Alarm System
- ☐ Steamroom
- ☒ Closet / Drawers
- ☐ Cable TV
- ☒ Heating
- ☒ Washer
- ☒ Smoke Detector
- ☐ Baby Travel Bed
- ☐ Board Games
- ☒ Ceiling Fan
- ☒ Pots Pans
- ☒ Water Kettle
- ☐ Toaster
- ☒ Internet Wifi
- ☐ Safe box
- ☒ Iron
- ☒ Air Conditioning
- ☒ Kitchen
- ☒ Dryer
- ☒ Fire Extinguisher
- ☐ Baby High Chair
- ☒ Towels Provided
- ☒ Hair Dryer
- ☒ Oven
- ☒ Coffee Maker
- ☒ Fridge
- ☐ Ipod Station
- ☐ Smart home
- ☒ Ironing facilities

Custom amenities

New amenity Add amenity

Fenced In Yard delete

Dog Bowls, Bed, and Toys delete

Shaded Front Patio with Lov... delete

Roku HDTV with Netflix, Hulu... delete

Hostfully

Dashboard Inbox Pipeline Calendar Reports Bedder Hospita... ? b

Main Settings Description Amenities **Photos** Pricing Fees and Policies Service Providers Owner Notes Reviews Rental Conditions Check-in Instructions

**4212 Unit 1 Photos (19)** 8

+ Add photo. Click and drag icon to change the order of your photos

Spacious living room with working fireplace. Cozy couch turns into sofa bed

All of the social action in one big row, from the living room to the kitchen

## Add Calendar / Availability

Hostfully [+ Add Lead](#) [Dashboard](#) [Inbox](#) [Pipeline](#) **Calendar** [Reports](#) [Bedder Hospita...](#) [b](#)

**Bedder Hospitality Properties Calendar** **9**

Bedrooms: 0 to 2 Guests: 0 to 8 Daily Rate: \$0 to \$386

Type: All Location: All Agent: All

Amenities: None selected

Available from: 2021-11-12 to:

[Email property list](#)

November 2021 Showing 5 of 5 properties December 2021

	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU		
4212 Unit 1	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7
4212 Unit 2	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7
4212 Unit 3	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7
4212 Unit 4	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7

## Add Reservations

Hostfully [+ Add Lead](#) **Dashboard** [Inbox](#) [Pipeline](#) [Calendar](#) [Reports](#) [Bedder Hospita...](#) [b](#)

**New Leads** **10**

**Meryl Franc** - 3 adults **\$441.80**  
Fri, Nov 19 2021 to Sun, Nov 21 2021 (2 days)  
Posted 17 hours ago via Airbnb

**Allen Doepel** - 3 adults **\$1,427.91**  
Sun, Nov 07 2021 to Tue, Nov 16 2021 (9 days)  
Posted 10 days ago via Airbnb

**Alanna Luzier** - 1 adults **\$2,146.01**  
Sat, Nov 06 2021 to Wed, Nov 24 2021 (18 days)  
Posted 13 days ago via Airbnb

**Jesse Collins** - 6 adults **\$1,199.95**  
Mon, Dec 20 2021 to Sun, Dec 26 2021 (6 days)  
Posted 13 days ago via Hostfully Lead Form

**Notifications**

- Hold just expired @ **4212 Unit 4** for [alvarezj1966@yahoo.com](#) - 11 days ago
- Check-OUT today @ **4212 Unit 4** by [sealra11@live.com](#) - 11 days ago
- Check-IN today @ **4212 Unit 3** by [tmasters7716@gmail.com](#) - 25 days ago
- Booking in full @ **4212 Unit 2** by [brandon@theabneys.org](#) - 29 days ago

[See more](#)

**Agency Stats To Date**

**1**  
# of leads

Hostfully [+ Add Lead](#) [Dashboard](#) [Inbox](#) [Pipeline](#) [Calendar](#) [Reports](#) [Bedder Hospita...](#) [b](#)

**Add Lead** By clicking on Add lead button this popup window opens **11**

[New](#) [On Hold](#) [Booked](#) [Blocked](#)

**Lead Details** **Client Information** **Stay Details**

From: 2021-11-13 To: 2021-11-13

Adults: 1 Children: 0 Infants: 0 Pets: 0

Notes: Notes (from guest)

4212 Unit 1

[+ Add Line Item](#)

Rent:	0 nights	\$ 0
Taxes:	12.70%	\$ 0
<b>Sub-Total</b>		\$ 0
Fee(s):	Cleaning	\$ 115
	CC Processing Fee	\$ 0
<b>Total</b>		\$ 115

## Cancel Reservations.

The screenshot shows the Hostfully Pipeline interface. The top navigation bar has a red box around the 'Pipeline' tab. Below the navigation bar, there are filters for Status, Sort By, Agent, Channel, and Property. A list of reservations is displayed, with a red box around the 'Cancel Booking' option in the dropdown menu for the reservation of Jesse Collins. The interface also shows a summary of 203 Leads and 84% Conversion.

## 3- API Integration

### Credentials Required

- 1- API Key
- 2- Agency Uid

API Key is required to GET response for all requests.

### Endpoints

API Doc: <https://dev.hostfully.com/v2.0/reference>

- 1- Get Agencies  
<https://sandbox-api.hostfully.com/v2/agencies>  
<https://sandbox-api.hostfully.com/v2/agencies/uid>
- 2- GET Listings  
<https://sandbox-api.hostfully.com/v2/properties?limit=20&offset=0>
- 3- GET Single Listing  
<https://sandbox-api.hostfully.com/v2/properties/uid>
- 4- GET Property Description  
<https://sandbox-api.hostfully.com/v2/propertydescriptions/:uid>

5- GET Photos

<https://sandbox-api.hostfully.com/v2/photos/:uid>

6- GET Amenities

<https://sandbox-api.hostfully.com/v2/amenities/uid>

7- GET Prices & Availability

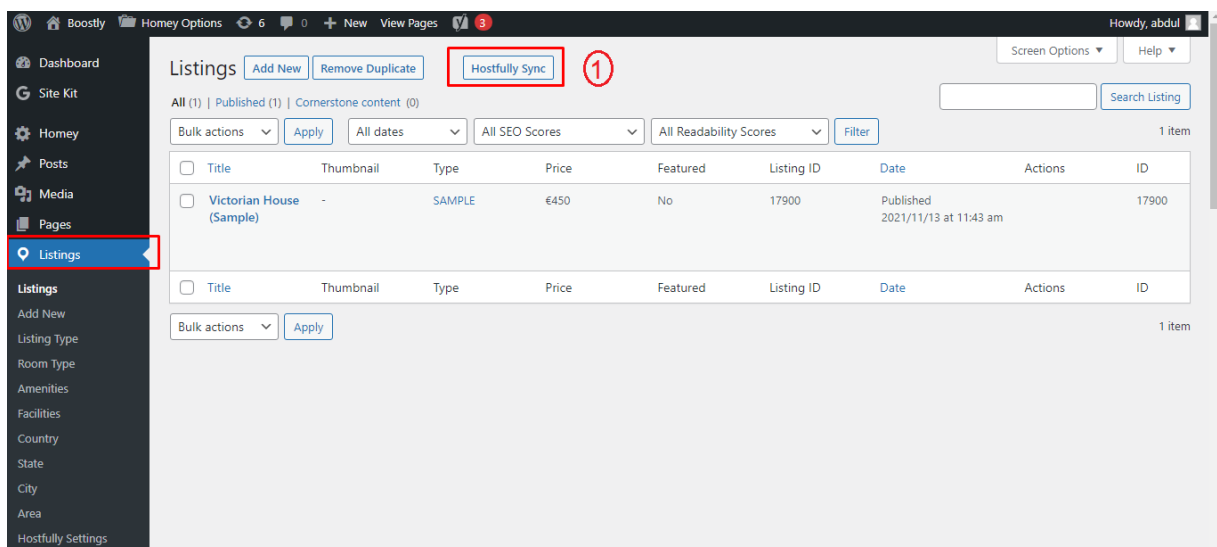
<https://sandbox-api.hostfully.com/v2/pricingperiods/uid>

## Missing data

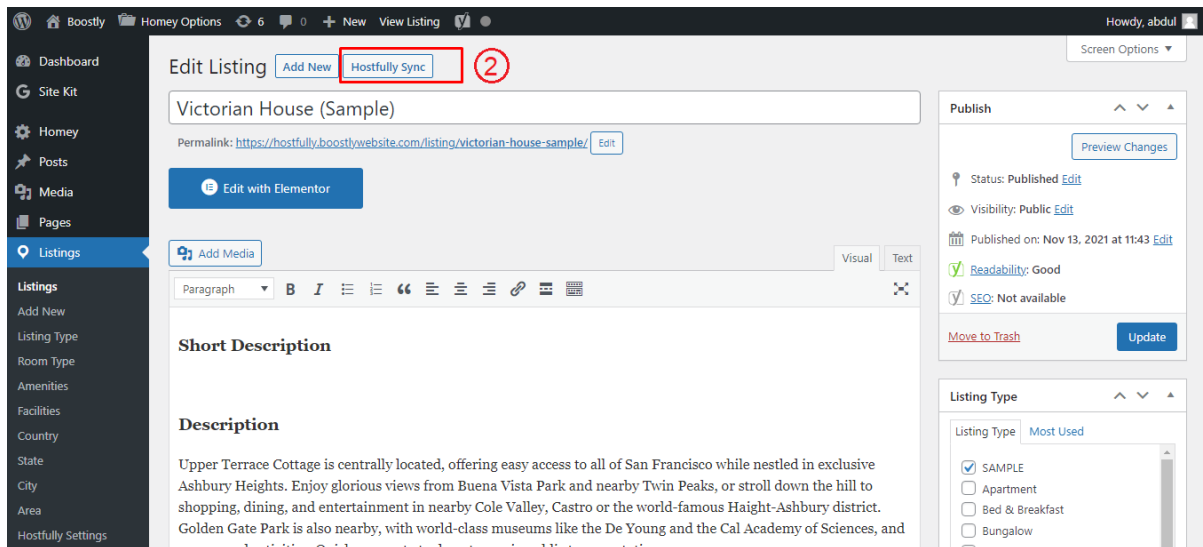
- 1- No create reservation endpoint
- 2- No cancel reservation endpoint

## Manual sync options

- 1- All Data sync

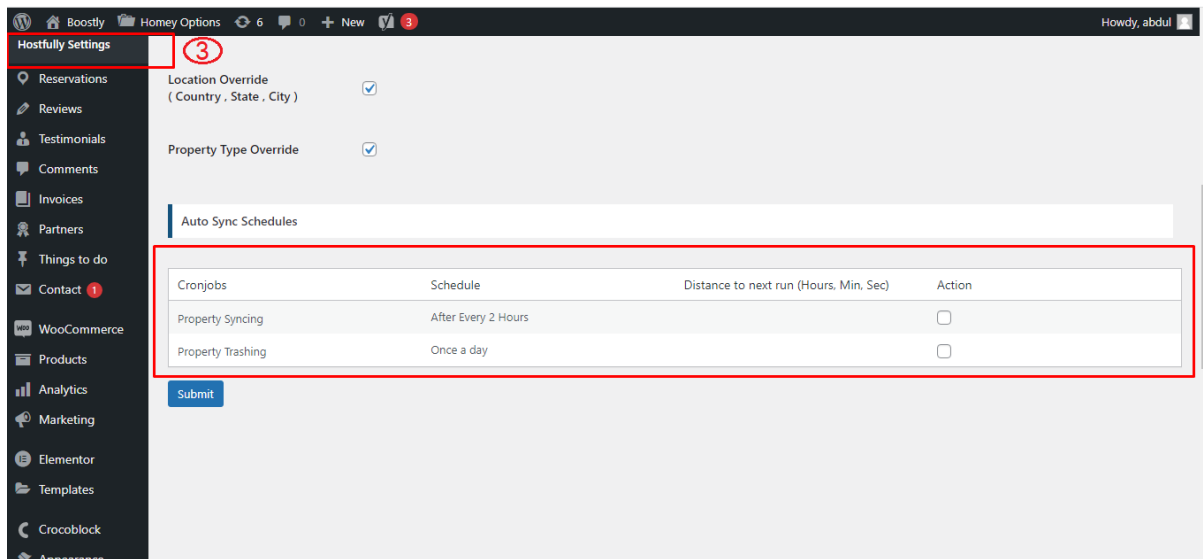


- 2- Single listing sync (Go single listing edit page)



## Auto Sync Settings

- 1- Plugin Setting page (Go to Listings > Settings)
- 2- View existing auto schedules
- 3- Can enable/Disable each auto sync by clicking checkbox under Action Column.

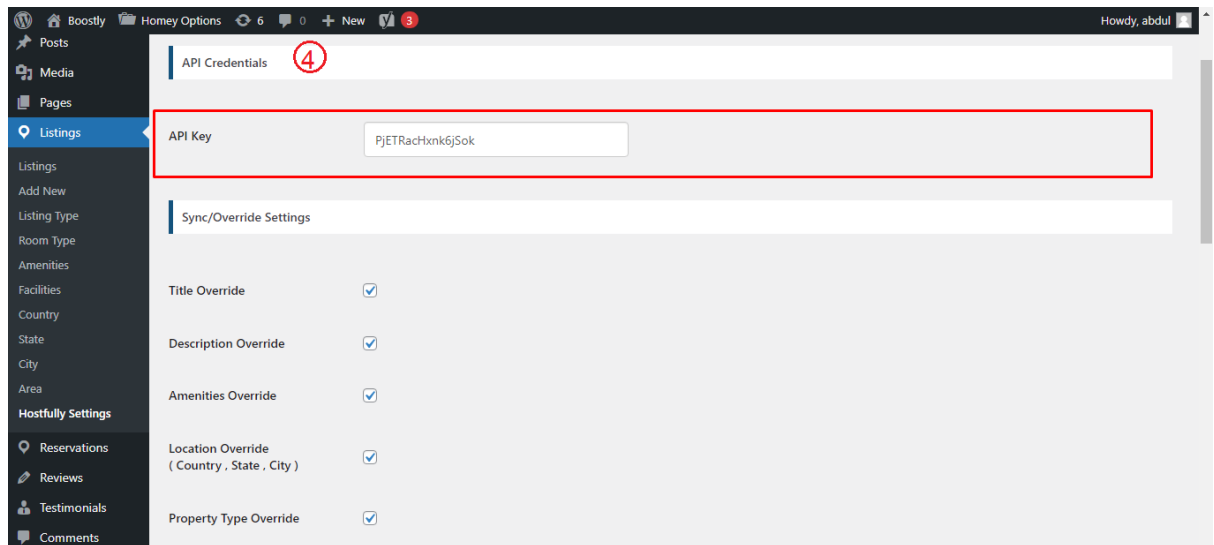


## 4- Website Settings

### Plugin Settings

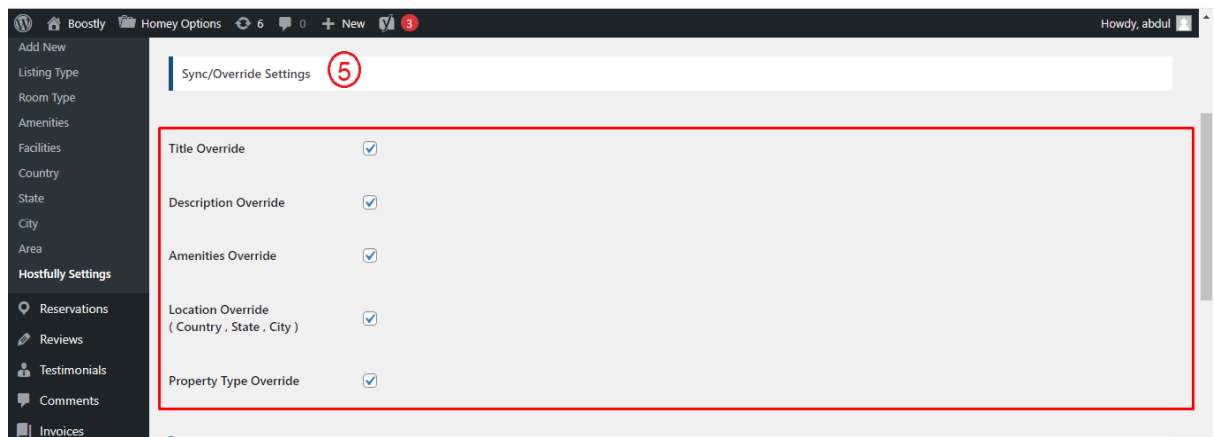
- 1- Plugin Setting page (Go to Listings > Settings)
- 2- Enter required API credentials



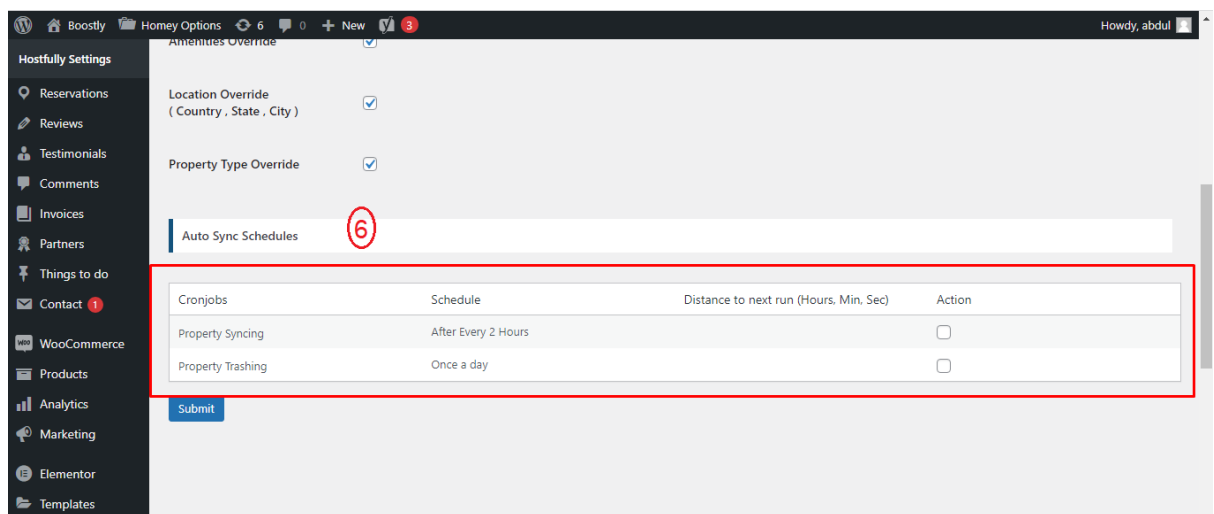


3- Override options

4- You can enable / disable override settings for API data.



5- Can view and enable/disable Auto Syncs.



## 5- Customization

### Auto Registration

Changes for auto registrations module are in following files.

- 1- homey-child\template-parts\boostly-modal-register.php
- 2- homey-child\template-parts\instance-booking\nightly.php
- 3- plugin\hostfully\assets\js\hostfully.js
- 4- plugin\hostfully\hostfully.php

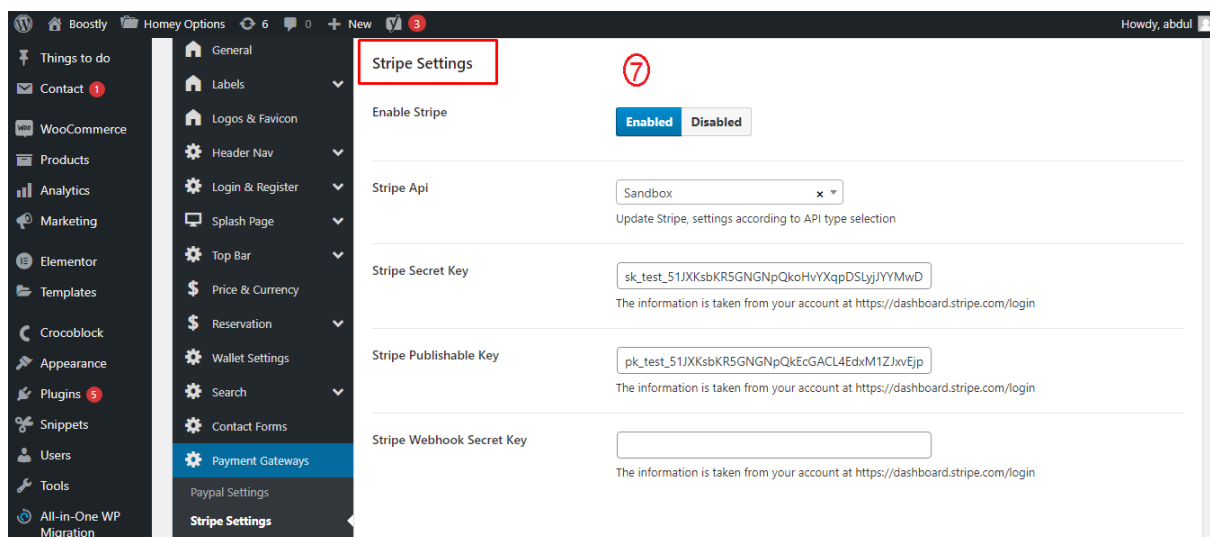
## 6- Gateways

### Stripe

Changes regarding stripe to Hostfully reservation are in the following files.

- 1- theme\homey-child\template-parts\instance-booking\nightly.php
- 2- plugin\hostfully\hostfully.php
- 3- plugin\hostfully\assets\js\hostfully.js
- 4- plugin\hostfully\classes\class-stripe.php

Homey theme settings to enable / disable Stripe gateway



## 7- Code

### **Child Theme**

Path: theme\homey-child

### **API Plugin**

Path: plugin\hostfully