Course Code: BSCH3003

Course Name: Front Office Management



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ROOM TARIFF CARD

- Room tariff is a document published by the hotel for use by the travel trade, organization and individual prospective guest.
- The list includes prices of rooms classified into different categories, such as single room, double room, twin room, suites, etc. and meal plans such as American, European and Continental etc.
- Meals such as American, European and Continental also.

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RACK RATE

- Rack rate is a term which refers to the normal room rate of the hotel.
- This is the room rate which is published on the room tariff card.
- This is also the rate which is written on the shannon slip which is slipped in room rate of those hotels which operate on whitney system.

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CORPORATE RATE

- This programmes covers corporate offices and usually 15-25%discount can be given to the officers coming from corporates.
- The corporate rate is widely accepted as the transient target rate for most hotels.
- This is simply an average rate goal a hotel fixes achieve for a certain day or market segment.

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GROUP RATE

- A Room tariff published in a document to group operators which is commissionable only to retail travel agents, tour operators and wholesalers.
- Generally commissionable at 10% of the published rack rate.



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GOVERNMENT RATE AND DISCOUNTED RATE

- Government employees are given per day allowance for their travelling.
- Accommodation and food by their office and some hotels offer them a rate which give them room and accommodation with in that price.
- DISCOUNTED RATE: Airlines, travel agent discounts rates should be fixed in competition to other hotels of the area.

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SEASONAL RATE, CRIB RATE AND EXTRA BED RATE

- Seasonal Rate: Season and Resort hotel which usually have fluctuating demand change their rate usually as per the seasonally and offer different rates for In season and off season.
- Crib Rate: A special rate applicable to children below 12 years of age and accompanying their parents.
- Extra bed Rate: Generally one fourth of the published room rate.

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- Special rates for families for example, one couple and a child below 5 years, then the rate may be for one double room.
- One couple with two children below 12 years, the rate may be one double room plus one extra bed rate etc.

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