

Adding a Minimum Night Stay Requirement OMS – How To

To add a minimum night stay requirement to a resource for a specific period of time:

On the Main Menu, go to the 'Administration' section and click on the 'Park' link (If you do not see that link here you probably don't have authorization to enter special dates. Talk to your park manager.).

Go to the resource to which you wish to add the requirement.

ex. Dakota Cabin at CRSP

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Edit Site - Cross Ranch, Dakota

Campground: Governors Centennial

*Pricing Category: Cabin - Seasonal Full CRSP

*Reservable By Public: Yes No

*Reservable By Call Center: Yes No

*Reservable By Parks: Yes No

*Handicap Accessible: Yes No

*Requires Handicap Permit: Yes No

*Minimum Capacity: 1

Maximum Capacity: 6

Maximum Reservation Days: 14

Maximum Advanced Reservation Days: 365

Cancellation Hours: 24

Go to the bottom of the 'Edit Site' page where you see the 'Add Special Date' section. Here you can view any existing 'Special' dates, and you can add new ones.

When you click on the 'Add Special Date' link you will be taken to a page where you can add the dates, the minimum nights and a comment.

Flush Toilet Yes

[Add Amenity](#)

Special Dates

Start	Stop	Minimum Nights	
12/24/2009 (Thu)	12/25/2009 (Fri)	2	Ther

[Add Special Date](#)

Add date here and click update. This will take you back to the resource's main screen where you will need to click 'Update' again (see last screen shot above).

Add Special Date

*Special Dates: Start:  End:  (mm/dd/yyyy)

*Minimum Nights Required:

*Comments:

Hints and Notes:

- 1) If you are entering a minimum night requirement to avoid the necessity of cleaning a cabin on a holiday, make at least the night before the holiday and the holiday date for the requirement. For example you may want to do a 2-night minimum requirement for 12/24-12/25 to avoid having to clean a cabin on Christmas day.
 - a. Enter start and stop date. This should equal the number of nights only that a special date applies to.
 - b. For a 2-night requirement list the 2 nights (dates) required to rent.
- 2) When you put a Special Date – Minimum Nights Requirement - on a resource, you need to use a descriptive comment. The comment you enter here will be displayed to the customer when they try to make a reservation that violates the minimum you added. They need to understand why they got the error and how to fix it based on your comment.

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Add Special Date

*Special Dates: Start:  End:  (mm/dd/yyyy)

*Minimum Nights Required:

*Comments:

*Required

Make A Reservation

[Map View](#) | [Calendar View](#) | [List View](#) | [Park Details](#) | [Site Details](#)

Park: [Cross Ranch](#)

Campsite Cabin
 Shelter Meeting Hall

Site: [Dakota](#)

Arrival Date:

Nights Stay:

Site Features

Single Site Group Site
 Tent Site Primitive

Electricity: [No Preference](#)

Water Hookup: [M. S. C.](#)

[»All Parks](#) [»Cross Ranch](#) [»Governors Centennial](#) [»Dakota](#)

There is a 2 night minimum for reservations during the Christmas holiday. You must make your reservation for 2 or more nights during this time.

Site Feature	Description
Cabin	Dakota Activity
Availability	Special Date Requirement
Type	Reservable
Cost	\$80.00 Per Night
Electricity	Yes
Water	Yes
Shower	Yes
Kitchen (sink, utensils, etc.)	Yes

- 3) Adding a Special Date – Minimum Nights Requirement on a resource will NOT affect previously made reservations for that resource. This means if you want to put a 3 night requirement on a campsite (or whatever), but someone already made a 2 night reservation for that time period, their reservation will not be impacted. It will still be for 2 nights. Plan ahead and get your minimum night requirements in before reservations can be made for the resource(s) (example - for cabins > 1 year in advance).
- 4) Each park is responsible for entering their own 'Special Date' requirements. The one exception to this is if you need to add a requirement to an entire campground (ex. Ft. Stevenson has minimum night requirements on entire campgrounds during the Governor's Cup). I have the ability to do this for entire campgrounds which will save a lot of time in those instances.
- 5) **If you are in doubt as to which nights to require, or how those requirements will actually work, try them in the test environment.** You can add the requirements, then go try to make reservations for that site during that time period. See how it works and if it is restricting things as you need them restricted.