

# **Elite Lyfe Web Site Project Outline**

php / Laravel / SQL Server  
UI/UX Mockups  
Design Concept Options & Review  
Mobile / Tablet Responsive

## **Phase I - Rebuild current directory site (see elitelyfe.com)**

### **Phase I Front End**

- Home Page - model from existing format
    - Hero Slider w/ Keyword Search & Featured/Popular Locations  
(click thru to page/property in image)  
(back-end admin to change images/captions/links)
    - Advanced Search
    - Services Highlights
    - Featured Property Carousel (hover & click thru) (assigned in CMS on property record)
    - Featured Blog Posts
    - Featured Destinations (selectable, editable copy, click to search results, w/admin assign)
    - Popup & Fixed Email signup
    - Generic Response Form
    - Instagram feed / Social links
  - Search Results - Model from existing format
  - Property Detail - Model from existing format
    - Image carousel / full-screen / escape
    - Overview, Detail and Review Tabs
    - Position-locked booking box w price / book button
    - Auto-Pdf Generation / Download from Listing from Listing (EL branded / unbranded)
    - Property-specific response form w/pdf Attached
  - Blog Page
- Other Static Pages:
- Policies / Terms
  - About w/Generic Contact Form
- Static Pages with related contact form:
- Blog w/Contact button for each post, sends a custom reply for that post

- Jets w/jet Contact form
- Yachts w/yacht contact form
- Cars w/cars contact form
- Concierge w/concierge contact form

ForEx API (fixer.io)

- Select base currency on listing entry / convert at view time using the daily forex rate
- Allow user to select & save currency to display listings

Sales / Support Chat

## **Phase I Back-End**

CMS for property maintenance + Admin for Home page slider, featured locations

Property Status - Active (listed), Ghost (unlisted, no searchable, must have link), Pending (unlisted), Incomplete (in progress), Inactive (dead).

Featured Property Checkbox (up to 5 allowed)

Property Table (see any elitelyfe.com property detail display for fields)

Related Tables: Amenities, Bedrooms, Bathrooms, Pricing, Fees

Upload, Delete, Reorder Photos

Owners Table - can assign owner to a property

Ticketing system to log web site issues & requests

## **Phase II**

### **Property - New Fields (all internal fields not on client-facing property displays)**

- Add contract terms fields:
  - Included Services (text)
  - Legal address (text)
  - Check in / check out times
  - Additional Obligations (long text)
  - Furniture, Fixtures & Personal Property Included (long text)
  - Additional Rules & Regulations (long text)
  - Other Additional Provisions (long text)
- Add 3rd Party Commission Fields
  - Partner Name
  - Commission Rate (%)
  - Net or Gross
- 3rd Party Booking Platform

Platform (VRBO)

Booking fee

CC Fee %

- Deposit Holder
- Allowable payment methods (CC or Wire)
- Booking & Property Notes

### **Property Calendar**

- Maintain a booking calendar for each property (Client Name / Booking ID / Link)
- Ability to add our own bookings or blackout dates to calendar on our site
- Calendar upload / download from 3rd party API
- Listing Upload / Update from 3rd party API
- Add travel dates & guests at home page search & advanced search
- Show calendar availability on property detail
- Price the booking if dates are included in the search (in the locking box on the right)
- When filling out booking request form, ask for dates (or get from search) & display calendar w/availability

### **Client Features - Client Accounts**

- Dashboard Page, account/profiles, Current Trips, History, fav/saved properties (allow notes for fav/saved properties)
- Quote generation in pdf
- Request to Book a property
- CC Authorization (+ CC Fees) -> Contract Execution -> We confirm to charge the Card
- Contract Execution w/reminder emails
- Request cancellation (allowed within allow dates)
- Auto-cancellation with warnings for non-payment
- Activity & Status Emails

### **EliteLyfe Features**

#### **- Booking record is the master for everything**

Allow notes & attachments history

Simple To-Do / Reminders

Booking status emails to EL / Client

- Originate a client quote or booking
- Ability to "soft reserve" dates in a quote (do not include these in interface) or "hard reserve"
- Invoice & PDF Contract generation
  - Edit Tax/Fees Amount (add hidden note)
  - Edit Included Services text

- Edit Additional Services text & amount
- Edit Payment 1 / Payment 2 (or choose 100% up front, 50/50, or 50+deposit/balance)
- Wire or CC payment
- # of Guests
- Edit all contract terms from the property record
- Associate with an invoice record, with invoice number, amount, due date, status, and related payment records. Allow external pdf invoice upload attachment from accounting system.
- Calculate commission as a cost record (Name, Date Booked, Date Due, Amount, Status, date paid (allow for more than one payment)
- Allow additional cost record
- Contract execution w/digital signatures + photo ID upload
- Cancellation within dates allowed or EL override / refund status tracking. Cancellation confirmation. Payment / deposit refund status.
- Maintain invoice payment status records / info. Allow edit of CC, booking and bank fees at receipt of payments.
- Invoicing & payment reminders to Client & EliteLyfe
- Trip reminder emails and post-trip follow-up / feedback form
- Client "status" levels (manually maintained)
- Internal Client notes, by booking / Client account
- Client reviews of properties
- VRBO bookings (how to handle invoicing / payment / fees) w/contract execution
- Generic Quote & Invoice Creation with attachments and payment status. Can be related to a booking or not. Hotel / Yacht / Jet / Car / Activities / Damages / Other. Allow payment from deposit and track deposit balance.
- Allow related cost records
- Allow unrelated cost records (non-billable expenses)

### **Owner/Manager Features**

#### **Owner Dashboard**

- Owner login, accounts and profile
- Dashboard Page / My Properties / Current Bookings / History
- EL / Owner Partnership contract by owner account
- EL / Owner Booking Agreement
- EL / Owner contract/invoice upload & execution. No generic format.
- EL Owner notes

- Owner notes (for/by them) by booking, client, or general
- Owner payment status
- Customer and Owner Deposit Tracking
- Owner (or EL) deposit deductions - Agreement, signature, photos, charges, with time limit & reminders
- Other owner charges

### **Chatbot implementation**