**Itinerary, Voucher & Document Related Queries**

**1) Is it possible to amend the code of an itinerary?** No, these codes are system-generated and mapped by developers, so they cannot be changed.

**2) Can we customise quotation and itinerary templates?** Yes, all itinerary documents are built on HTML templates, providing you with control over their look and feel. You can update the design and content as required, and our team is happy to assist you. You may also add or edit day-by-day services when creating a quote.

**3) Are itinerary documents customisable?** Yes, all documents use HTML templates, enabling you to update their appearance and content. We are here to help should you need any changes made to your documents.

**4) Where can I make changes to the itinerary document?** You can edit the look and layout of your itinerary document from the “Itinerary Template” screen. Navigate via **Administrator → Settings → Itinerary Template**, then click the Actions gear icon and choose “Edit”. This screen allows you to adjust status, edit the template, change the layout, hide or display sections, and update the logo. Make sure you are editing the correct template type, such as “Document Template Type - Tour Itinerary”. Please note: It’s best not to change any content inside a #tag, as these values are dynamically populated.

**5) Can I add a user signature to an email template?** Yes, you can add your signature using the ‘Company Info’ screen. Once set up, simply use the [#User Signature#] tag in your email template to insert your signature.

**6) Can I change the itinerary cover image for each quote or booking?** Yes, you may set a unique cover image for every quote or booking. Open any Quotation or Booking, click on "Edit Itinerary", and then upload a new cover image as required.