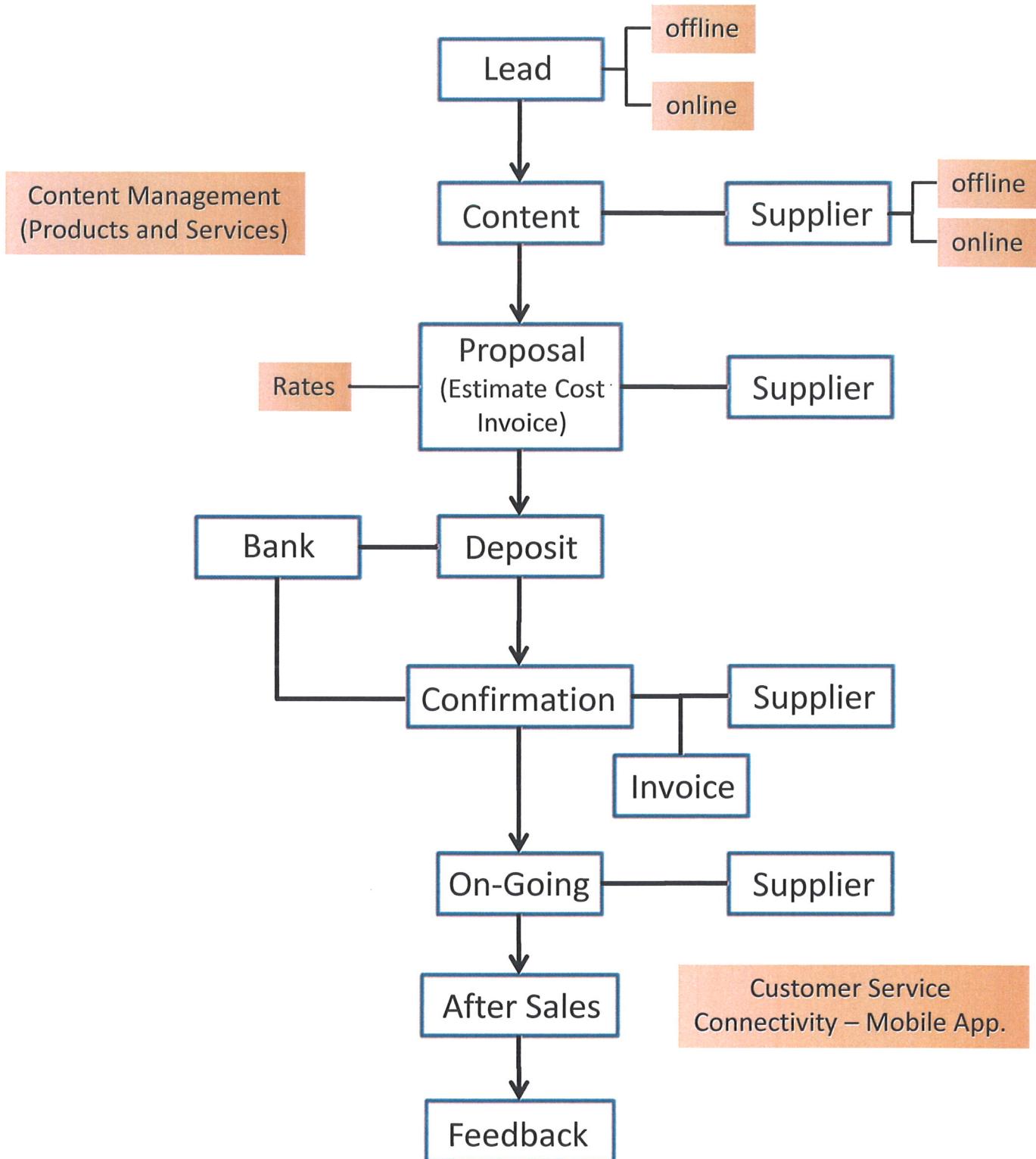


L'ACCÈS

MS Dynamics CRM Development

Workflow



Content Management (Products and Services)

ACCOMMODATION

- * Villas
- * Hotels
- * Chalets
- * Apartments

ACTIVITIES

- * Wellness & SPA
- * Adventure
- * Tours & Exclusions
- * Sports
- * Water Sports
- * Adrenaline
- * Luxury Beach Club

LUXURY TRAVEL

- * Airport Transfers
- * Chauffeur Service
- * Luxury Car Hire
- * Private Jets
- * Yacht Charter

LIFESTYLE & HOME

- * Catering
- * Restaurants & Dining
- * Hair & Beauty
- * Shopping & Gift Service
- * Personal Trainers
- * Child Care
- * Property Management
- * Event Planning



CUSTOMER PROFILE INFORMATION

PERSONAL DETAILS

AGENT CODE:12345

Title: Mr. Mrs. Ms. HRH-Prince HRH-Princess HH-Prince HH-Princess

NATIONALITY:

*First Name:

*Second Name:

*Middle Name:

*Last Name:

Full Name:

*Date of Birth:

Gender:

Marital Status:

*P.O. Box:

Postal Code:

*City:

*Current Address:

*Permanent Address:

Landline Number/s:

Email Address:

Fax Number/s:

Alternate Email 1:

Mobile Number 1:

Alternate Email 2:

Mobile Number 2:

OTHER INFORMATION

PASSPORT Number:

Date Issued:

Expiration Date:

National ID Number:

Driver's Licenses:

Professional Licenses:

Other Licenses:

EDUCATION BACKGROUND

Degree:

Institution:
(university, colleges, academy)

EMPLOYMENT BACKGROUND

Name of Company:

Position:

CLIENT'S INTERESTS / HOBBIES

SPORTS: Football Golf Tennis Rugby Skiing Diving Motor Sports Riding Sailing Trekking/Climbing Horse Racing Basketball Cricket Swimming Extreme Sports Others

ENTERTAINMENT Concert Theatre Cinema Casino Others

PARTIES / SOCIAL GATHERINGS Business Personal (e.g. Birthday, Weddings, Anniversary etc.)

ARTS & CRAFTS, ACADEMIC Sculpture Painting Music Molding Origami
 Weaving / Stitching Cooking Theatre Arts

TRAVEL: International Local

- Middle East
- Europe
- Asia
- US
- Latin America
- Africa
- Australia
- Canada
- OTHERS

RESTAURANTS: French Cuisine Italian Cuisine Chinese Cuisine Indian Cuisine
 Arabic Cuisine Thai Cuisine Mexican Cuisine Japanese Cuisine
 Spanish Cuisine Greek Cuisine Lebanese Cuisine

SHOPPING: Accesories & Jewelries Clothing Gadgets Cars

HEALTH & WELLNESS: Skin Treatment Hair Treatment Body Treatment
 Spa Massage Yoga Body Building Belly Dancing

OTHERS, please specify _____

BUSINESS TRAVEL FREQUENCY:

Weekly Monthly Every 3 Months Semi-Annual Occasional

LEISURE TRAVEL FREQUENCY:

Weekly Monthly Every 3 Months Semi-Annual Occasional

MOST VISITED CITIES: BUSINESS

- 1. _____
- 2. _____
- 3. _____

LEISURE

- 1. _____ Middle East / Dubai _____
 - 2. _____
 - 3. _____
-

PREFERRED BOOKING ASSISTANCE: HOTEL RESTAURANTS TICKETS PRIVATE CLUBS OTHERS

Cars

AIRLINE PREFERENCES1st CHOICE AIRLINE: _____

Frequent Flyer Number: _____

2nd CHOICE AIRLINE: _____

Frequent Flyer Number: _____

3rd CHOICE AIRLINE: _____

Frequent Flyer Number: _____

LISTING OF AIRLINES: Saudia Airlines British Airways Qatar Airways Emirates Singapore Airlines Qantas U.S. Airways Lufthansa KLM Etihad**SERVICE CLASS PREFERENCES**

Middle East FLIGHTS:

 FIRST CLASS BUSINESS CLASS ECONOMY

International FLIGHTS:

 FIRST CLASS BUSINESS CLASS ECONOMY**SEATING PREFERENCES:** No Preference Aisle Window Emergency Exit Other(s)**MEAL PREFERENCE:** No Preference Vegetarian Vegan Low Cholesterol Other(s)**HOTEL PREFERENCES**1st CHOICE HOTEL CHAIN: _____**SPECIAL ROOM REQUEST:**

Loyalty Card Number: _____

 Smoking2nd CHOICE HOTEL CHAIN: _____ Non-Smoking

Loyalty Card Number: _____

 Others**CAR PREFERENCES**1st CHOICE Car Hire Company: _____

Car Type: Mercedes S-Class

Loyalty Card Number: _____

2nd CHOICE Car Hire Company: _____

Loyalty Card Number: _____

General Notes:

REQUEST NUMBER:	<input type="text"/>	CLIENT CODE:	<input type="text"/>	CLIENT NAME:	<input type="text"/>
[HOTEL/VILLA/APARTMENT] [AIR/TRAIN TICKET] [AIRCRAFT] [CAR/DRIVER/SECURITY] [BOAT] [COMPANY FEES] [CRUISE] [CARGO/PACKAGE] [EVENT] [MISCELLANEOUS]					
HOTEL - VILLA - APARTMENT					
<input type="button" value="NEW"/>	<input type="button" value="VIEW DETAILS"/>	<input type="button" value="CHECKLIST"/>	<input type="button" value="CLEAR"/>	<input type="button" value="SAVE"/>	<input type="button" value="X DELETE"/>
<input type="button" value="PRINT"/>					
<input type="button" value="SAVE AS NEW"/> <input checked="" type="checkbox"/>					
<input type="button" value="FCR"/> <input type="button" value="X-RATE"/> <input type="button" value="1.00"/>					
<input type="button" value="UNIT RATE"/> <input type="button" value="0.00"/>					
<input type="button" value="SUPPLIER VAT"/> <input type="button" value="0.00"/> <input type="button" value="%"/> <input type="button" value="0.00"/>					
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[DASHBOARD](#) | [MASTER REQUEST](#) | [SERVICES](#) | [REPORTS](#) | [SERVICE HISTORY](#) | [CLIENT](#) | [ACCOUNT](#)REQUEST NUMBER: CLIENT CODE: CLIENT NAME:

[HOTEL/VILLA/APARTMENT] [AIR/TRAIN TICKET] [AIRCRAFT] [CAR/DRIVER/SECURITY] [BOAT] [COMPANY FEES] [CRUISE] [CARGO/PACKAGE] [EVENT] [MISCELLANEOUS]

AIR - TRAIN TICKET

[NEW](#) [VIEW DETAILS](#) [CHECK LIST](#) [CLEAR](#) [SAVE](#) [DELETE](#) [PRINT](#)[SAVE AS NEW](#) [FCR](#) [X-RATE](#) 1.00UNIT RATE 0.00

AIRLINE/TRAIN <input type="text"/>	ROUTE	SUPPLIER VAT <input type="text"/> % 0.00	AMNT <input type="text"/>
TICKET NUMBER <input type="text"/>	DEPARTURE DATE <input type="text"/> 28.03.2017	COMMISSION <input type="text"/> % 0.00	AMNT <input type="text"/>
PASSENGER NAME <input type="text"/>	ARRIVAL/RETURN DATE <input type="text"/> 28.03.2017	MARKUP <input type="text"/> % 0.00	AMNT <input type="text"/>
SEAT CLASS <input type="text"/>	DEPARTURE TIME <input type="text"/> 12:00:00 PM	LOCAL VAT <input type="text"/> % 0.00	AMNT <input type="text"/>
CONFIRMATION NO. <input type="text"/>	ARRIVAL TIME <input type="text"/> 12:00:00 PM	NET <input type="text"/>	RATE <input type="text"/> 0.00
PAYMENT METHOD <input type="text"/>	SUPPLIER PROFORMA <input type="text"/>	0.00	
SUPPLIER INVOICE <input type="text"/>	SUPPLIER INVOICE <input type="text"/>	0.00	
L'ACCÈS PROFORMA <input type="text"/>	L'ACCÈS INVOICE <input type="text"/>	0.00	

[SALE](#) [FCR](#) [X-RATE](#)

1.00

[UNIT RATE](#)

0.00

[SUPPLIER VAT](#)

% 0.00

[AMNT](#)

0.00

[COMMISSION](#)

% 0.00

[AMNT](#)

0.00

[MARKUP](#)

% 0.00

[AMNT](#)

0.00

[LOCAL VAT](#)

% 0.00

[AMNT](#)

0.00

[NET](#)

0.00

[RATE](#)

0.00

[TOTAL COST](#)

0.00

[COST IN SAR](#)

0.00

[STATUS PROCESSING](#) [NOTE](#) 

ARRIVAL/RETURN

Mandatory Fields

REQ STATUS PASSENGER NAME TICKET NO.

AIRLINE ROUTE DEPARTURE ARRIVAL/RETURN

SUPPLIED NAME

AGENT URGGENCY LEVEL Series

[DASHBOARD](#) | [MASTER REQUEST](#) | [SERVICES](#) | [REPORTS](#) | [SERVICE HISTORY](#) | [CLIENT](#) | [ACCOUNT](#)REQUEST NUMBER: CLIENT CODE: CLIENT NAME: [HOTEL/VILLA/APARTMENT 1](#) | [AIR/TRAIN TICKET 1](#) | [\[AIRCRAFT\]](#) | [CAR/DRIVER/SECURITY 1](#) | [\[BOAT\]](#) | [\[COMPANY FEES 1\]](#) | [\[CRUISE 1\]](#) | [\[CARGO/PACKAGE 1\]](#) | [\[EVENT 1\]](#) | [\[MISCELLANEOUS 1\]](#)

AIRCRAFT

NEW	VIEW DETAILS	CHECK LIST	CLEAR	SAVE	X DELETE
SERVICE TYPE <small>***</small>	AIRCRAFT TYPE <small>***</small>	FCR <input type="text"/> X RATE <input checked="" type="checkbox"/> 1.00	UNIT RATE <input type="text"/>	SAVE AS NEW <input type="checkbox"/>	
SUPPLIER CODE <small>***</small>	AIRCRAFT TAIL NO. <small>***</small>	SUPPLIER VAT <input type="text"/> <input checked="" type="checkbox"/> % 0.00	AMNT <input type="text"/>		
SUPPLIER NAME <small>***</small>	ROUTE <small>***</small>	COMMISSION <input type="text"/> <input checked="" type="checkbox"/> % 0.00	AMNT <input type="text"/>		
GUEST NAME <small>***</small>	FROM <small>***</small>	MARKUP <input type="text"/> <input checked="" type="checkbox"/> % 0.00	AMNT <input type="text"/>		
CONFIRMATION NO. <small>***</small>	TO <small>***</small>	LOCAL VAT <input type="text"/> <input checked="" type="checkbox"/> % 0.00	AMNT <input type="text"/>		
PAYMENT METHOD <small>***</small>	DEPARTURE TIME <small>***</small>	NET <input type="text"/> SALE	RATE <input type="text"/> <input checked="" type="checkbox"/> 0.00	0.00	
	ARRIVAL TIME <small>***</small>	TOTAL COST <input type="text"/> <input checked="" type="checkbox"/> 0.00		0.00	
		COST IN SAR <input type="text"/> <input checked="" type="checkbox"/> 0.00		0.00	
		L'ACCÈS INVOICE <input type="text"/>	URGENCY LEVEL <input checked="" type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3	STATUS <input checked="" type="checkbox"/> PROCESSING	
			NOTE <input type="text"/>		
Mandatory Fields <small>***</small>	AIRCRAFT	ROUTE	FROM 10	SUPPLIER NAME	AGENT
REQ	STATUS	TYPE	TAIL NO.	URGENCY	LEVEL

[DASHBOARD](#) | [MASTER REQUEST](#) | [SERVICES](#) | [REPORTS](#) | [SERVICE HISTORY](#) | [CLIENT](#) | [ACCOUNT](#)

REQUEST NUMBER:

CLIENT CODE:

CLIENT NAME:

[HOTEL/VILLA/APARTMENT] [AIR/TRAIN TICKET] [AIRCRAFT] [CAR/DRIVER/SECURITY] [BOAT] [COMPANY FEES] [CRUISE] [CARGO/PACKAGE] [EVENT] [MISCELLANEOUS]

C A R - D R I V E R - S E C U R I T Y

[NEW](#) | [VIEW DETAILS](#) | [CHECK LIST](#)[SAVE](#) | [CLEAR](#) | [DELETE](#) | [PRINT](#)[SAVE AS NEW](#) [FCR](#) [X-RATE](#) [UNIT RATE](#) 0.00[SUPPLIER VAT](#) 0.00 % 0.00[COMMISSION](#) 0.00 % 0.00[MARKUP](#) 0.00 % 0.00[LOCAL VAT](#) 0.00 % 0.00[NET](#) 0.00[RATE](#) 0.00[TOTAL COST](#) 0.00[COST IN SAR](#) 0.00[L'ACCÈS INVOICE](#)[URGENCY LEVEL](#) 0 1 2 3[STATUS](#) PROCESSING[NOTE](#)[\[2 \] ADD](#) | [\[2 \] ADD](#) | [\[2 \] ADD](#)

REQ	STATUS	LOCATION	TYPE	CAR	QTY	FROM	TO	SUPPLIER NAME	AGENT	URGENCY	LEVEL	Series

Mandatory Fields

DASHBOARD | MASTER REQUEST | SERVICES | REPORTS | SERVICE HISTORY | CLIENT | ACCOUNT

REQUEST NUMBER: AIR/TRAIN TICKET 1 | HOTEL/VILLA/APARTMENT 1 | AIRCRAFT 1 | CAR/DRIVER/SECURITY 1 | BOAT 1 | COMPANY FEES 1 | CRUISE 1 | CARGO/PACKAGE 1 | EVENT 1 | MISCELLANEOUS 1

CLIENT CODE: CLIENT NAME:

BOAT

NEW VIEW DETAILS CHECK LIST

SAVE

DELETE

SAVE AS NEW

SERVICE TYPE

SUPPLIER CODE

SUPPLIER NAME

GUEST NAME

CONFIRMATION NO.

PAYMENT METHOD

ROUTE

DEPARTURE DATE

ARRIVAL DATE

DEPARTURE TIME

ARRIVAL TIME

SUPPLIER PROFORMA

SUPPLIER INVOICE

L'ACCÈS PROFORMA

L'ACCÈS INVOICE

FCR

UNIT RATE

SUPPLIER VAT

COMMISSION

MARKUP

LOCAL VAT

RATE

NET

TOTAL COST

COST IN SAR

SALE

URGENCY LEVEL

STATUS

PROCESSING

NOTE

AGENT

URGENCY

LEVEL

Series

Mandatory Fields

REQ STATUS LOCATION TYPE DETAILS QTY FROM TO SUPPLIER NAME

[DASHBOARD](#) | [MASTER REQUEST](#) | [SERVICES](#) | [REPORTS](#) | [SERVICE HISTORY](#) | [CLIENT](#) | [ACCOUNT](#)REQUEST NUMBER:  123456789CLIENT CODE: ABC123CLIENT NAME: John Doe[\[HOTEL/VILLA/APARTMENT \]](#) | [\[AIR/TRAIN/TICKET \]](#) | [\[AIRCRAFT \]](#) | [\[CAR/DRIVER/SECURITY \]](#) | [\[BOAT \]](#) | [\[COMPANY FEES \]](#) | [\[COMPANY FEES \]](#) | [\[CRUISE \]](#) | [\[CARGO/PACKAGE \]](#) | [\[EVENT \]](#) | [\[MISCELLANEOUS \]](#)

COMPANY FEES

[NEW](#)[VIEW DETAILS](#)[X DELETE](#)[SAVE](#)[CLEAR](#)[SAVE AS NEW](#)

FEE DETAILS

FROM

28.03.2017

TO

28.03.2017

L'ACCÈS PROFORMA

L'ACCÈS INVOICE

FCR

X-RATE

1.00

0.00

0.00

OPEN

OPEN

URGENCY LEVEL

● 0

● 1

● 2

● 3

NOTE

Mandatory Fields

REQ STATUS LOCATION

TYPE DETAILS QTY FROM TO SUPPLIER NAME AGENT URGENCY LEVEL SERIES

