

## Tech Tip Tuesday—

by David Hirsch

### Booker Only / Not Allowed to Book

Every now and then we get questions about the “Not Allowed To Book” box on the contact record. What is it, why is it there, and how does it work?

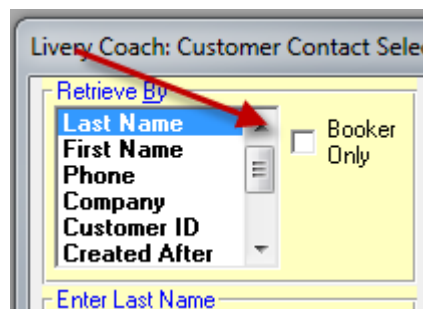


It may help to have a brief history lesson. Years ago, there was a large limo company that was switching to Livery Coach from another system. In that old system, there were separate profiles for Contacts (bookers) and passengers. This company wanted us to import both the contact profiles and the passenger profiles into Livery Coach—where, of course, they would all be in a single list.

The problem was, then he had all these “passenger profiles” that were getting in the way when his reservation agents were looking for bookers. The way the problem was solved was in two parts.

First, every passenger profile was marked “Not Allowed to Book” so they couldn’t make bookings.

Second, there is a checkbox when looking up a contact that tells the system to ignore anyone who is marked “Not Allowed To Book”—this checkmark is labeled “Booker Only”.



In summary: if you have a contact marked “Not Allowed To Book” then, if you try to make a reservation with that contact as the booker, you will get a message that the contact is not allowed to book a reservation. And, if you want to restrict your contact lookups to only those contacts not marked “Not Allowed To Book”, then you can check the “Booker Only”

