



Perot Systems
 TACS Settlement Center
 13880 Dulles Corner Lane
 Herndon, Virginia 20171
 USA

Tel: 1.703.480.6916
 Tel: 1.800.873.1215 (Canada & US)
 Fax: 1.703.480.6917
 Email: TACS@ps.net

Please return this document to TACS with other Enrollment Documents.

ReservHotel International Inc

Contacts & Website Security Worksheet

A completed Customer Profile is required before you can begin using TACS. Please complete and return the Customer Profile with your signed original agreements via mail to the TACS Settlement Center address noted above.

The information you provide is input to the TACS Processing System and determines how your hotel will be displayed on agency commission statements, defines your service requirements, and facilitates implementation, including customizing your TACS interface. It is imperative that you complete the document fully and accurately. If you need assistance or clarification, contact the TACS Settlement Center using the contact details listed above. Should the information you provide change over time, please let us advise TACS. **Please print.**

Location Information - Please complete fully.

Ownership's Full Legal Name (legal name of the hotel e.g. Niagara Holdings Inc)

Location Trading Name (DBA **Doing Business As** Holiday Hotel Niagara Falls)

Location Street Address

City

State/Province

Postal Code

Country

VAT/TAX Identification Number (USA = EIN)

Business Type (INC, Ltd, LLC)

Number of Units

US\$
 Average Daily Rate

Average Occupancy %

Business from Travel Agents %

Contacts

Who will be your PRIMARY CONTACT for TACS?

Please note: All TACS documentation, reports, and notices will be sent to this person.

First Name _____ Middle Initial _____ Last Name _____ (Mr/Mrs/Ms/Dr)

Title _____

Telephone Number (include country and area/city code) _____ **Extension** _____

Fax Number (include country and area/city code) _____ **Extension** _____

Email Address _____

Security for this contact – for use on CentralPayment.com data processing website. This will be the site used to submit commission transactions for processing. The security settings apply only to this website.

For Guest Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Agency Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Hotel Records: **Add** **Update** **Delete (Requires Update Privileges)**

Permit User to Add, Update, Delete User Codes

Permit User to Add, Update, Delete User Profiles

Permit User to Add, Update, Delete Import Settings

Permit User to Add, Update, Delete Imports

Permit User to Add, Update, Delete Batches

Permit User to Transmit Batches

Contacts

Who will be your TECHNICAL CONTACT for TACS?

For Hardware, Software and Telecommunications Support.

First Name Middle Initial Last Name (Mr/Mrs/Ms/Dr)

Title

Telephone Number *(include country and area/city code)* **Extension** _____

Fax Number *(include country and area/city code)* **Extension** _____

Email Address

Security for this contact – for use on CentralPayment.com data processing website

For Guest Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Agency Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Hotel Records: **Add** **Update** **Delete (Requires Update Privileges)**

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Permit User to Add, Update, Delete Imports

Permit User to Add, Update, Delete Batches

Permit User to Transmit Batches

Contacts

Who will be your FINANCIAL CONTACT for TACS?

Please note: All remittance notifications will be sent to this person

First Name Middle Initial Last Name (Mr/Mrs/Ms/Dr)

Title

Telephone Number *(include country and area/city code)* **Extension** _____

Fax Number *(include country and area/city code)* **Extension** _____

Email Address

Security for this contact – for use on CentralPayment.com data processing website

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For Hotel Records: **Add** **Update** **Delete (Requires Update Privileges)**

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- Permit User to Add, Update, Delete Batches**
- Permit User to Transmit Batches**

Contacts

Who will be your CUSTOMER SERVICE CONTACT for TACS?

Please note: All customer service inquiries will be directed to this person.

First Name Middle Initial Last Name (Mr/Mrs/Ms/Dr)

Title

Telephone Number *(include country and area/city code)* **Extension** _____

Fax Number *(include country and area/city code)* **Extension** _____

Email Address

Security for this contact – for use on CentralPayment.com data processing website

For Guest Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Agency Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Hotel Records: **Add** **Update** **Delete (Requires Update Privileges)**

Permit User to Add, Update, Delete Codes

Permit User to Add, Update, Delete User Profiles

Permit User to Add, Update, Delete Import Settings

Permit User to Add, Update, Delete Imports

Permit User to Add, Update, Delete Batches

Permit User to Transmit Batches

Contacts

Who will be your ADDITIONAL USER CONTACT for TACS?

First Name _____ Middle Initial _____ Last Name _____ (Mr/Mrs/Ms/Dr) _____

Title _____

Telephone Number *(include country and area/city code)* _____ **Extension** _____

Fax Number *(include country and area/city code)* _____ **Extension** _____

Email Address _____

Security for this contact – for use on CentralPayment.com data processing website

For Guest Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Agency Records: **Add** **Update** **Delete (Requires Update Privileges)**

For Hotel Records: **Add** **Update** **Delete (Requires Update Privileges)**

- Permit User to Add, Update, Delete Codes**
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- Permit User to Add, Update, Delete Batches**
- Permit User to Transmit Batches**

Technical Information

Internet Access

Does your property have access to the Internet? Yes No

Please check the boxes for all the items that apply:

Dial-up access Dedicated (always on access) Accessible from multiple PC's

Internet Browser

Microsoft Internet Explorer Version _____

Netscape Version _____

Other Version _____

Property Management System (PMS) Please complete the following

PMS Vendor (Company Name) PMS Version (PMS Name)

Software Version (PMS version) PMS Platform (example UNIX, Microsoft)

Does the PMS have an agency commission payment module? Yes No

Version if available _____