

Amenity Settings

Amenity settings control how the resource behaves in the reservation system. These settings may vary depending on your implementation, but commonly include the following.

1. Amenity Title

The amenity name

2. Calendar Color (Hex) + Text Color

The background color and text color displayed in the calendar view.

Calendar Color (Hex)	Text Color
<input type="color" value="#4a7ebb"/>	<input type="color" value="#ffffff"/>
<hr/>	
8	9
15	16
Bella Red - Theater (conf...)	
22	23

3. Start and End Time

These define when the amenity is available to reserve.

Available Start Time *	Available End Time *
<input type="text" value="8:00 am"/>	<input type="text" value="10:00 pm"/>

4. Cleaning Buffer (Minutes)

Use for amenities that require buffers for cleaning.

Cleaning Buffer (Minutes)

5. Contact Booking Limit and Limit Period

Limits how many times a user can book within a set period. The settings below means that contacts can only book this amenity 3 times a week.

Contact Booking Limit

Contact Limit Period *

6. Maximum Expected People

Number of people the amenity can accommodate.

Maximum Expected People *

7. Allow Multiple Bookings At The Same Time

If an amenity allows multiple users to book together.

Allow Multiple Bookings At The Same Time

 No

8. WaitList

Enable this to allow overlapping requests to be saved as a waitlist instead of being blocked.

WaitList

 No

9. Max Hours Per Booking

Set to 0 for no limit. Example: 4 means a booking can be at most 4 hours long.

Max Hours Per Booking

10. Use Change Over Days

Enable overnight booking behavior. Requires check-in and check-out times.

Use Change Over Days

 No

11. Maximum Days Ahead To Book

For standard bookings, 0 means same-day only. For change over day bookings, 0 means next-day checkout only. Example: if the start date is 04/05/2026 and the **Maximum Days Ahead to Book** is 7, then the max allowed end date is 04/12/2026.

Maximum Days Ahead To Book



12. Date Range Display

Optional. Limit the booking date picker to the next X days from today. Example: 180 means users can only select dates within the next 180 days.

Date Range Display

 days

13. Next Booking Availability (Amentiy Specific)

Optional. Add a recovery gap in days after each booking before this amenity can be booked again. Example: 7 means the next booking can only start 7 days after the current booking ends.

Next Booking Availability

 days

14. Default Comments

Default Comments

Addons Y/N:

15. Activity Triggers

Create activities and triggers email notifications.

The screenshot shows a configuration interface with three tabs: "Activity Triggers" (highlighted with a red box), "Admin Email", and "Additional Fields". Under "Activity Triggers", there are three sections:

- Activity Trigger Confirmed** (with a help icon): A list containing "Theater Booking Confirm" with a red arrow icon and a close button (x).
- Activity Trigger Cancelled** (with a help icon): A list containing "Theater Booking Cancel" with a red arrow icon and a close button (x).
- Activity Trigger Waitlisted** (with a help icon): A list containing "Theater Booking Waitlist" with a red arrow icon and a close button (x).

16. Admin Notification Email

Admin notification emails. Select from email templates.

The screenshot shows a configuration interface with three tabs: "Activity Triggers", "Admin Email" (highlighted with a red box), and "Additional Fields". Under "Admin Email", there are two sections:

- Admin Email Confirmation** (with a help icon): A list containing "Reservation Confirmation – Admin" with a red arrow icon and a close button (x).
- Admin Email Confirmation CC** (with a help icon): A list containing "email1@example.com, email2@example.com" with a red arrow icon and a close button (x).


17. Additional Fields





Add custom fields for each amenity. Additional fields are populated on the booking form.

Activity Triggers

Admin Email

Additional Fields

Additional fields 

Name *		→	Phone Number
Type *		→	Text
Value		→	
Name *		→	Need transportation?
Type *		→	Select
Value		→	Yes, No

Add row

This little icon is your helper



Revision #13

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