

Holidays & closures

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Holidays & Closures can be easily added to BookingsPlus. Any school holidays added allow you to add 'term time only' bookings. Closures will ensure that no bookings are inadvertently added on those days.

Both these sections are accessed via the **[Manage]** tab.

The screenshot shows the 'Manage' tab in the BookingsPlus interface. The top navigation bar includes 'Dashboard', 'Calendar', 'Enquiries', 'Clients', 'Bookings', 'Invoices', 'Payments', 'Reminders', 'Reports', 'Users', 'Manage', and 'Venue'. Below the navigation bar, there are buttons for 'Edit Website' and 'Edit Venue'. The main content area is divided into several sections:

- Venue Management**: Includes a sub-section for 'Venue Registration' with a message: "Venue registration completed and terms accepted on 08/04/2013 08:44" and a link to "View registration details".
- Booking Checklists**: A table listing various checklists with their respective items and bookings.
- Booking Categories**: A table listing different booking categories and their associated booking counts.
- Holidays**: A table listing various holidays with their start and end dates, and options to edit or delete them.
- Closures**: A table listing reasons for closures with their start and end dates, and options to edit or delete them.

Buttons for 'Add Holiday' and 'Add Closure' are visible below their respective tables.

Simply click on **Add Holiday** or **Add Closure** and insert the dates required.