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# From the Moment of Booking Until Checkout — Everything in One Screen



**146+**

Hotels & Serviced Apartments trust ASOFT

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Daily Challenges

# Managing Hotels Without an Integrated System Costs More Than You Think

Five challenges every hotel or serviced apartment manager faces every single day

1

## You Don't Know Your Hotel's Status Until End of Day

Occupancy rate, arrivals, departures, and revenue — information you gather manually instead of having it in front of you in real time.

2

## Manual Guest Data Entry Drains Reception Time

Copying passport or ID data manually for every guest takes time and opens the door to errors — especially during Hajj and Umrah seasons.

3

## Syncing with Government Platforms Means Daily Manual Work

Shomoos, Tourism Authority and Balady require regular data submissions. Without automation, every booking means extra steps and risk of violations.

4

## No Visual Calendar — Booking Conflicts Discovered Too Late

Without a visual booking calendar you don't know about available and conflicting periods until a guest calls you.

5

## Financial Reports Take Hours to Prepare

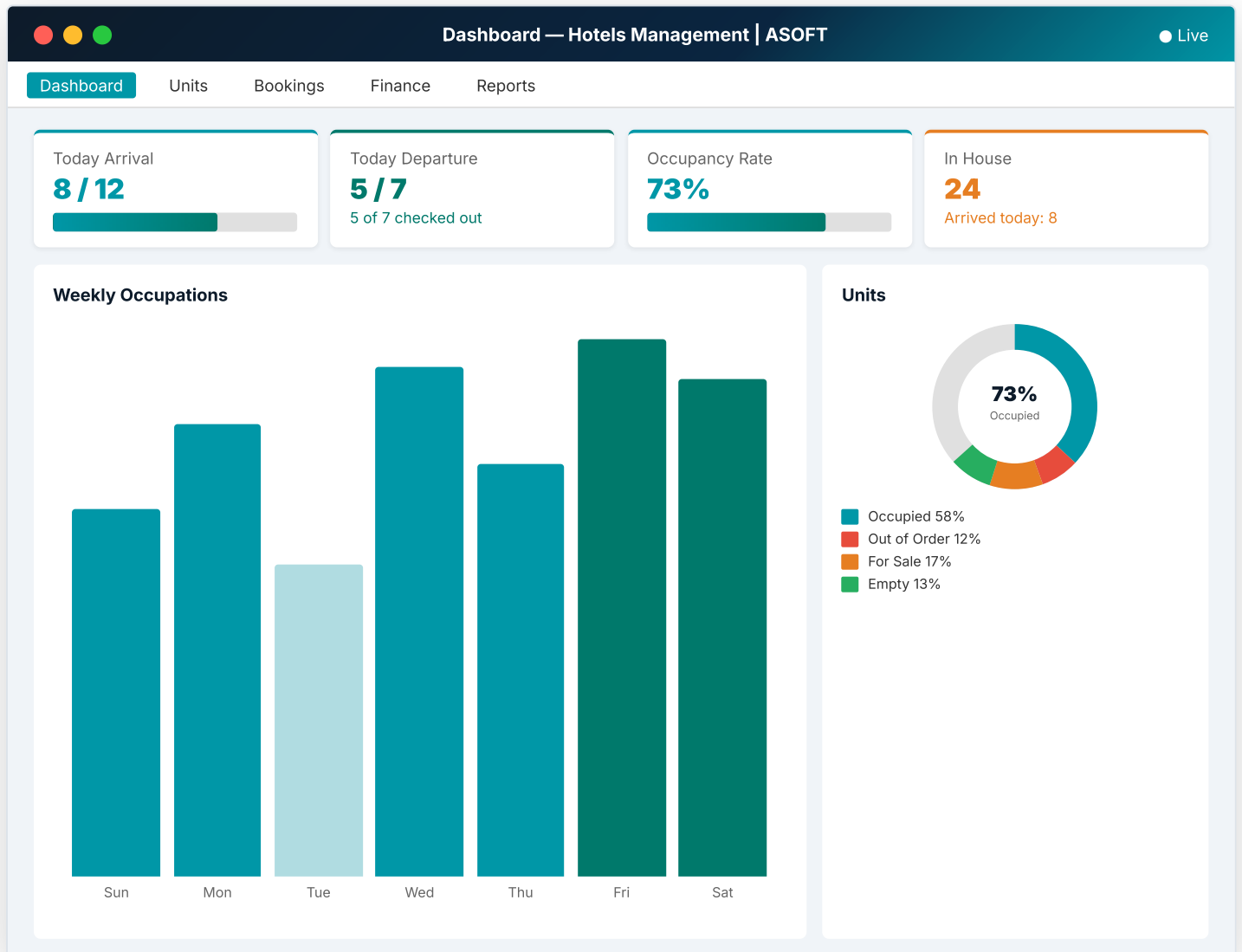
Daily revenue report, cash movement, occupancy rate — each one prepared manually instead of being ready at the click of a button.

The Real Transformation

# What Changes with ASOFT Hotels Management System

From manual complexity to full automation at every step

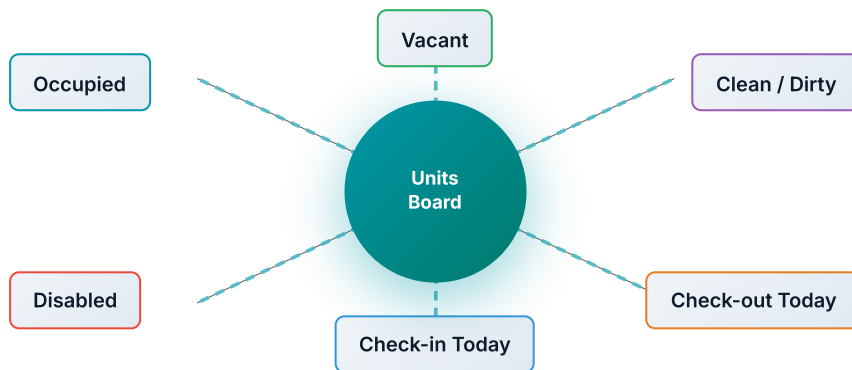
Before ASOFT	After ASOFT
Hotel status only known at end of day	Occupancy, arrivals, departures & revenue in real time
Guest data entered manually	Document scan — 6 fields filled in one second
Manual sync every day	Automatic sync with Shomoos, Tourism Authority & Balady
No visual overview of bookings	Color-coded units board + detailed booking calendar
Reports take hours to prepare	17 ready reports at a single click



Units Board

# Every Unit's Status — At a Glance

A color-coded board displaying every room's status in real time



### Units Board Features

- ▶ Instant color display of every unit's status
- ▶ Filter by status, floor, or unit type
- ▶ Change status with a single click directly
- ▶ Track cleaning status for each room
- ▶ View guest details by clicking on a unit

### Color Legend

- ▶ Green — Vacant and ready for booking
- ▶ Red — Currently occupied
- ▶ Gray — Disabled or under maintenance
- ▶ Blue — Check-in scheduled today
- ▶ Orange — Check-out scheduled today

Units Board — Hotels Management | ASOFT

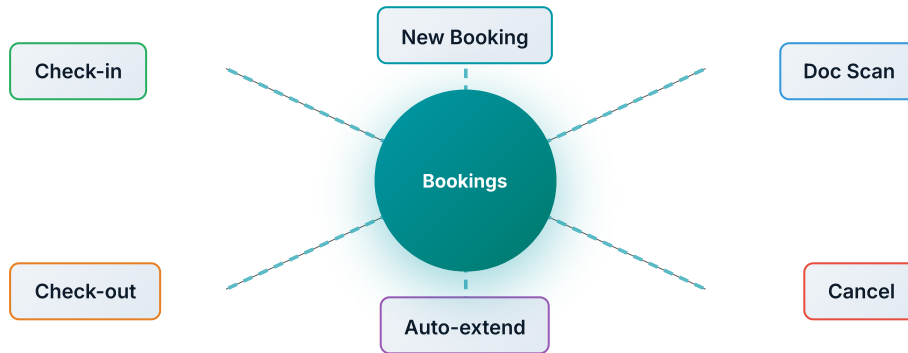
All
Vacant
Occupied
Check-in Today
Check-out Today
Disabled

<b>101</b> Vacant	<b>102</b> Occupied	<b>103</b> Occupied	<b>104</b> Check-in	<b>105</b> Vacant	<b>106</b> Checkout	<b>107</b> Disabled	<b>108</b> Occupied
<b>201</b> Occupied	<b>202</b> Vacant	<b>203</b> Checkout	<b>204</b> Occupied	<b>205</b> Check-in	<b>206</b> Vacant	<b>207</b> Occupied	<b>208</b> Disabled
<b>301</b> Vacant	<b>302</b> Vacant	<b>303</b> Occupied	<b>304</b> Vacant	<b>305</b> Vacant	<b>306</b> Check-in	<b>307</b> Vacant	<b>308</b> Occupied
<b>401</b> Occupied	<b>402</b> Vacant	<b>403</b> Vacant	<b>404</b> Vacant	<b>405</b> Occupied	<b>406</b> Vacant	<b>407</b> Checkout	<b>408</b> Vacant
<b>501</b> Vacant	<b>502</b> Check-in	<b>503</b> Vacant	<b>504</b> Occupied	<b>505</b> Vacant	<b>506</b> Vacant	<b>507</b> Vacant	<b>508</b> Occupied
<b>601</b> Occupied	<b>602</b> Vacant	<b>603</b> Vacant	<b>604</b> Checkout	<b>605</b> Vacant	<b>606</b> Occupied	<b>607</b> Vacant	<b>608</b> Vacant

Bookings & Guests

# Booking & Guest Management — From Reservation to Checkout

Complete booking cycle in one system — with automatic guest document scanning



## Booking Features

- ▶ Daily, monthly and seasonal bookings
- ▶ Set unit, arrival and departure dates
- ▶ Check-in guest directly from booking screen
- ▶ Extend stay automatically or manually
- ▶ Cancel booking with automatic penalty calculation

## Guest Document Scanning

- ▶ Scan passport or national ID
- ▶ 6 fields auto-filled in one second
- ▶ Guest data sent to Shomoos instantly
- ▶ Full history for every guest in the system
- ▶ Supports Hajj & Umrah seasons — group bookings

New Booking Form — Hotels Management | ASOFT

New Booking Check-in Scan Document Extend Cancel

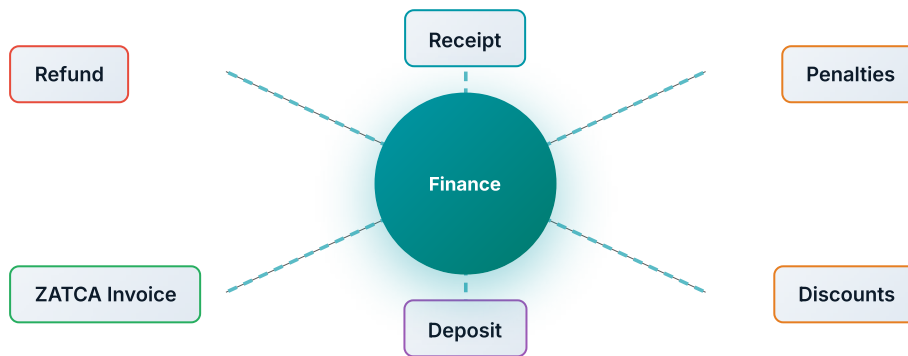
Guest Name	ID / Passport No.	Nationality	Phone Number
<input type="text" value="Mohammed Ali Al-Ahmad"/>	<input type="text" value="1023456789"/>	<input type="text" value="Saudi"/>	<input type="text" value="0512345678"/>
Arrival Date	Departure Date	Unit Type	Unit No.
<input type="text" value="2026/05/22"/>	<input type="text" value="2026/05/27"/>	<input type="text" value="Single Room"/>	<input type="text" value="104"/>

Room	Type	Arrival	Departure	Status
104	Single Room	22/05/2026	27/05/2026	<span style="background-color: #add8e6; padding: 2px;">Check-in</span>
205	Serviced Apt.	24/05/2026	30/05/2026	<span style="background-color: #90ee90; padding: 2px;">Booked</span>

Financial Operations

# Financial Operations — From Receipt to Invoice

Every payment or refund recorded accurately — with a ZATCA-certified tax invoice



## Receipt & Refund Vouchers

- ▶ Cash, card or bank transfer receipt
- ▶ Refund voucher linked to original booking
- ▶ Security deposit returned on clean checkout
- ▶ Automatic cancellation penalty calculation
- ▶ Special discounts and seasonal pricing

## Invoices & ZATCA

- ▶ ZATCA-certified tax invoice for every guest
- ▶ QR Code and digital signature on every invoice
- ▶ 15% VAT added automatically
- ▶ Print or send invoice electronically
- ▶ Full account statement for guest or company

● ● ●
Financial Summary — Hotels Management | ASOFT

Invoice Details		Payment Vouchers	
Total Rental	<b>1,250.00</b>	Deposit Balance	<b>500.00</b>
Service Orders	<b>180.00</b>	Booking Balance	<b>1,701.25</b>
Penalties	<b>0.00</b>	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: left;"> <p><b>✓ ZATCA Certified</b></p> <p>QR Code — Digital Signature — 15% VAT</p> </div> </div>	
Services	<b>75.00</b>		
Discounts	<b>-50.00</b>		
Accommodation Fees	<b>25.00</b>		
VAT 15%	<b>221.25</b>		
<b>Total</b>	<b>1,701.25</b>		

Visual Planning

# Visual Planning — Booking Calendar and Price Board

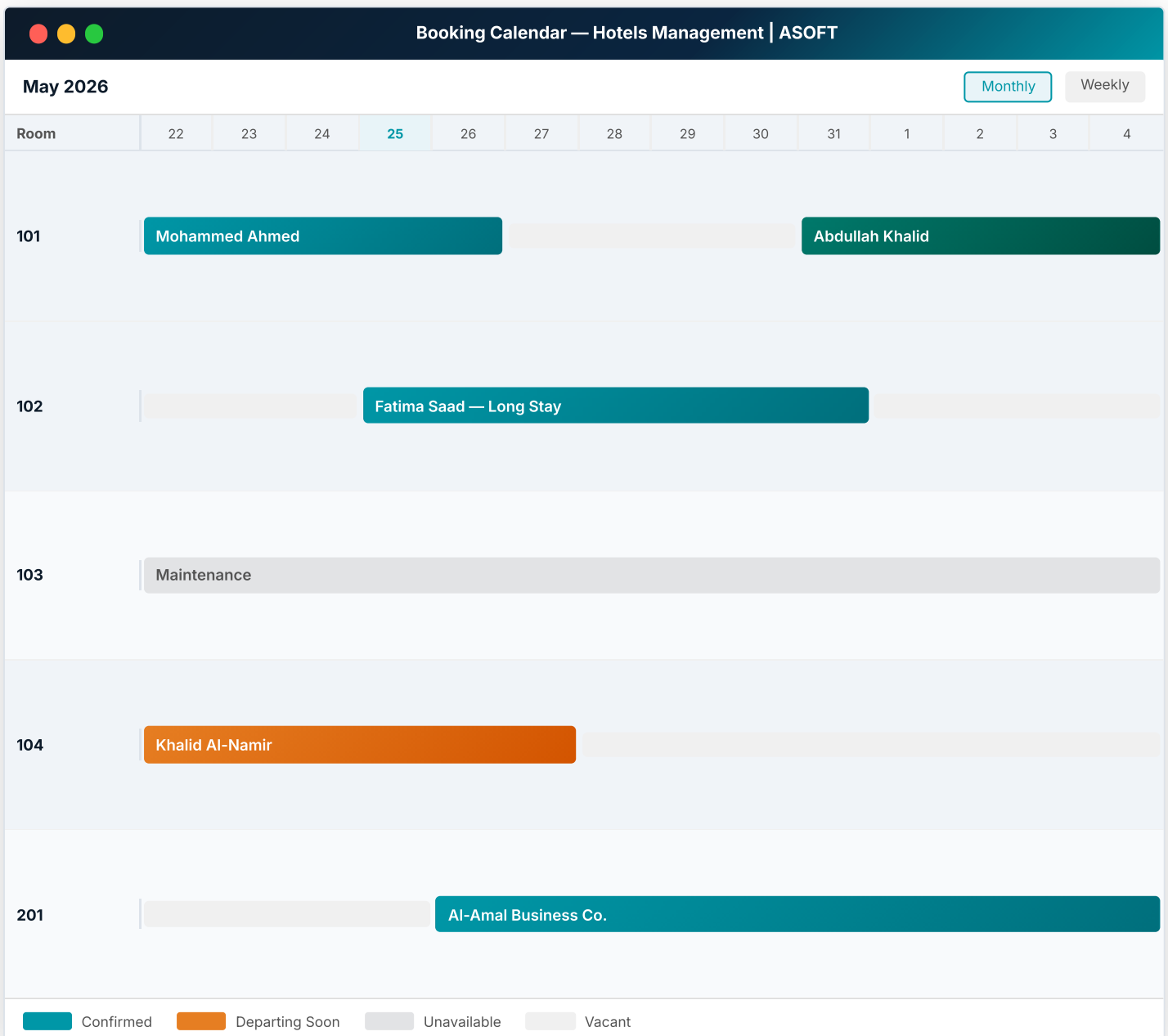
Full visibility of bookings and vacancies — with seasonal price management

## Booking Calendar

- ▶ Gantt view for all units and all dates
- ▶ Visually identify vacant periods instantly
- ▶ Create new booking directly from calendar
- ▶ Different colors for each booking status
- ▶ Filter by unit type or floor
- ▶ Hover over any booking to see details

## Price Board

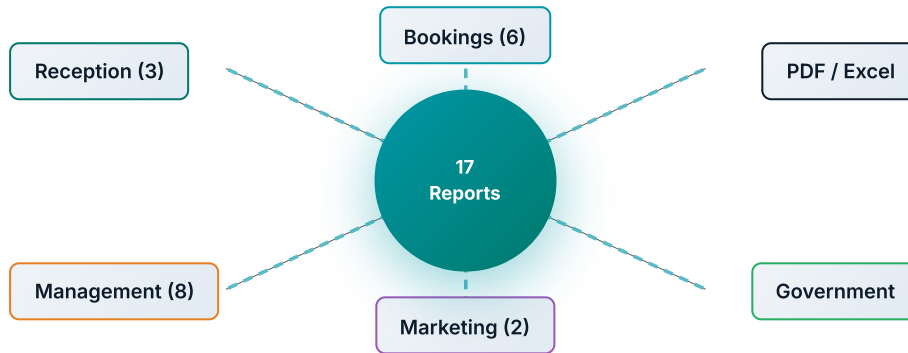
- ▶ Flexible daily pricing by day and season
- ▶ Custom rates for Hajj seasons and holidays
- ▶ Copy prices from one week to the next
- ▶ Automatic discounts for long stays
- ▶ Update prices for multiple units at once
- ▶ Preview expected revenue for a period



Reports

# 17 Ready Reports — Every Angle of Your Business Covered

From occupancy rate to government reports — one click and ready as PDF



### Booking Reports (6 Reports)

- Occupancy Rate Report
- Booking Availability Report
- Detailed Booking Chart Report
- Customer Bookings Report
- Expected Arrivals Report
- Expected Departures Report

### Reception Reports (3 Reports)

- Guest Count Inquiry
- Price List Inquiry
- Service Requests Report

### Management Reports (8 Reports)

- Daily Revenue Report
- General Revenue Report
- Daily Cash Movement Report
- Period Cash Movement Report
- Units Status Report
- National Tourism Platform Report
- Shomoos Platform Report
- Balady Report

### Marketing Reports (2 Reports)

- Total General Income Report
- Average Unit Income Report

Export Reports:

Print-ready PDF


Excel in one click

Direct Print

Government Compliance

# Compliant with 3 Saudi Government Platforms — Automatically

No manual entry, no risk of violations — all your guest data sent automatically



## Shomoos

Ministry of Interior

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Submit guest data instantly upon check-in


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Automatic ID and passport scanning

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Daily Shomoos report ready at a click

**Auto Connected**



## National Platform

Tourism Authority

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Occupancy & booking data for the Authority


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Visitor statistics by nationality

---

National Tourism Monitoring Platform report

**Auto Connected**



## Balady

Ministry of Municipal Affairs

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Register hotel establishment on the platform

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Periodic occupancy reports

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Balady report generated directly from the system

**Auto Connected**

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Government Sync Status — Hotels Management | ASOFT

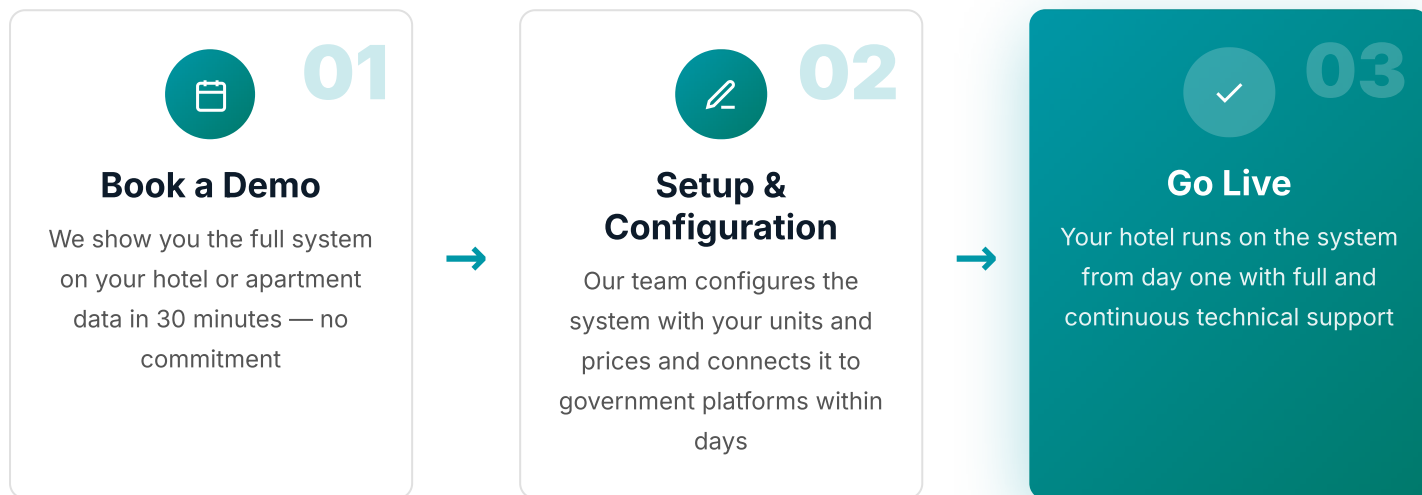
Shomoos	National Platform	Balady
Last Sync <span style="float: right; color: green;">3 minutes ago</span>	Last Report <span style="float: right; color: green;">Today 08:00</span>	Last Report <span style="float: right; color: green;">Yesterday</span>
Guests Sent <span style="float: right; color: green;">8 today</span>	Occupancy Sent <span style="float: right; color: green;">73%</span>	Bookings Sent <span style="float: right; color: green;">24</span>
Status <span style="float: right; color: green; border: 1px solid green; padding: 2px;">Connected</span>	Status <span style="float: right; color: green; border: 1px solid green; padding: 2px;">Connected</span>	Status <span style="float: right; color: green; border: 1px solid green; padding: 2px;">Connected</span>

✓ **All Government Platforms Connected and Running — Zero Violations**
Last check: 3 minutes ago

Get Started with ASOFT

# How to Get Started with ASOFT Hotels Management System

Three simple steps from demo to full go-live



**Talk to an Expert Today** | +966 11 507 9036 | [info@asoft.sa](mailto:info@asoft.sa) | [asoft.sa/hotels](http://asoft.sa/hotels)

<b>146+</b> Hotels & Serviced Apartments	<b>17</b> Ready Reports	<b>3</b> Government Platforms	<b>1996</b> Since
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### Government Integration

- ▶ Shomoos — Instant check-in
- ▶ Tourism Authority — Automatic reports
- ▶ Balady — Periodic occupancy
- ▶ ZATCA — Tax invoice

### Support & Training

- ▶ 24/7 technical support
- ▶ Comprehensive team training
- ▶ Full documentation available
- ▶ Continuous updates at no extra cost

### Why ASOFT

- ▶ 29 years in the Saudi market
- ▶ 146+ hotels & apartments trust us
- ▶ Built for Saudi standards
- ▶ 100% compliant interface



**146+**

# Hotels & Serviced Apartments Trust ASOFT

Hotels that trust ASOFT



هوليداي إن



ملينيوم حائل



جراند جيزان



جراند توك



إم مكة



جوهرة الرينيد



المنى كريم



جدة WA



كانتوال



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