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# 1 Category:Account

*This page is about the menu SETTINGS->ACCOUNT*

In the Account section you can set the general settings for your user account:

- Access and access rights
- Set the system to use your own Email address for sending
- Customise control panel
- See monthly fees and make a payment

Use the links below for information on each section.

## 2 Billing

*This page is about the menu SETTINGS -> ACCOUNT -> BILLING*

- see the monthly service fees and usage charges
- pay for your account
- generate and download your invoice after you have made a payment.

With Beds24 you only pay for the service you use. Charges are for access to the system and software. You pay no charges or commissions for reservations made using the systems. Guests are never charged any fees for using the system. It is a requirement for using the system is that your account stays in positive credit. We ask customers in the EU to provide us with their valid VAT Number. For customers based in the EU who do not provide us with their valid VAT number and customers based in Germany their local VAT will be added. Please also see our [terms and conditions](#)

The fee is calculated based on your current setup. If you change your setup or incur extra charges your credit will be used accordingly.

If you choose Paypal and want to make a payment in another currency this will be converted at the displayed rate and then applied to your account.

All payments to us are non-refundable and non-transferable and can only be used for our services.

We accept payment by credit card, PayPal or bank transfer. You decide how much you would like to pay but small payments incur a processing charge.

Our credit card gateway does not support all card types. If your card shows as "Invalid" you set up an 'Auto Payment' if you remove the card number after the payment went through the card will be charged only once. Alternatively you can pay by credit card using Paypal. Paypal supports a wider range of cards.

### Automated Payments

You can set up automated payments. We will then automatically credit your card if the balance falls below the threshold with the amount of your choice (plus VAT if applicable). You decide how much you would like to pay but small payments incur a processing charge. We accept Visa and Master Card credit cards.

### Common Problems

Payments in other currencies than Euro

With Paypal you can pay in any major currency. You can choose to pay through your Paypal account or with credit card.

#### **3ds\_cancelled**

This message tells you that you have not done the last security step required by your bank. Every bank does it a different way. Sometimes it is a TAN, sometimes a second password.

# 3 Custom CSS

This page gives Custom CSS examples

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# 4 Booking Page

Custom CSS can be added in SETTINGS > BOOKING PAGE > DEVELOPERS > "Custom CSS"

## 4.1 Bigger room name

```
.at_roomnametext{font-size: 14px;} /*if you want the text even bigger use a higher number*/
```

### 4.1.1 Disable clicks on calendar selector

#### 4.1.1.1 Disable month back-and-forth toggle

```
.monthcalendarhead{pointer-events: none;}
```

#### 4.1.1.2 Disable clicks on dates

```
.roomoffercalendarmonth{pointer-events: none;}
```

### 4.1.2 Mark dates when check-out is not allowed (i.e. for rentals on a weekly basis)

To use this option you will need to set your check-in/check-out rules in the CALENDAR. It will not work for check-in and check-out restrictions only set in rates.

NOTE: Limit the check-in and check-out in the CALENDAR (click on "Override") to use this function.

```
.datenco{background-color:#f4f4f4; color:#cccccc;}
```

### 4.1.3 Background Image

To use a background image upload it to SETTINGS -> BOOKING PAGE -> PICTURES.

Replace 'https://www.beds24.com/pic/p0000/2049/04.jpg' with the url of your uploaded picture.

```
body{background-image:url(https://www.beds24.com/pic/p0000/2049/04.jpg);}
```

### 4.1.4 Shadow around your Booking Page (Adaptive Booking Page only)

```
#bookingpage {  
-webkit-box-shadow:0 1px 2px rgba(0, 10, 10, 0.38);  
-moz-box-shadow:0 1px 2px rgba(0, 10, 10, 0.38);  
box-shadow: 1px 1px 2px 1px rgba(0, 0, 0, 0.1);  
box-shadow: 0 1px 2px rgba(0, 10, 10, 0.38);  
margin-bottom: 20px;  
}
```

### 4.1.5 Booking Page with rounded corners (Adaptive Booking Page only)

```
#bookingpage{border-radius:7px; -webkit-border-radius:7px; -moz-border-radius:7px;}
```

### 4.1.6 Hide cents

```
.bookingpagecents {display:none;}
```

### 4.1.7 Show prices with cents even if cents are zero

```
.bookingpagecentshide {display:inline;}
```

### 4.1.8 Mark certain fields in the calendar selector

You can highlight both the headings of the calendar (i.e. Mon, Tue, Wed, Thu, Fri, Sat, Sun) and all the dates that fall on a given day of the week (i.e. all 4 or 5 dates that fall on a Saturday).

Headings = '.dayMon' (or dayTue, dayWed, dayThu, dayFri, daySat, daySun)

Dates = '.daymon' (or daytue, daywed, daythu, dayfri, daysat, daysun)

Example 1: Set the font color for the weekday heading of Monday ('Mon')

```
.dayMon{color:#c44a2f !important;}
```

Example 2: Set the background color for the weekday heading of Monday ('Mon')

```
.dayMon{background-color:#c44a2f !important;}
```

Example 3: Set the font color for all the dates that fall on a Saturday

```
.daysat{color:#c44a2f !important;}
```

Example 4: Add a border around all the dates that fall on a Sunday

```
.daysun{border:1px solid #999999 !important;}
```

### 4.1.9 Add a border around the selected dates

```
.datestay{border: 1px solid #2f2f2f !important;}
```

If you use split dates the CSS is:  
`.prevdatestay, .datestay{border: 1px solid #2f2f2f !important;}`

#### 4.1.10 Line through unavailable dates

```
.datenotavail{text-decoration: line-through;}
```

#### 4.1.11 Mark past dates with a different background and text colour

```
.datepast{background-color: #xxxxxx; color: #xxxxxx;}
```

#### 4.1.12 Change width of hover image (Adaptive Booking Page only)

```
.ui-tooltip{max-width: 500px;}
```

#### 4.1.13 Remove the hover effect on pictures (Adaptive Booking Page only)

```
img{pointer-events: none;}
```

#### 4.1.14 Add a label above the room selector for multiple room bookings (Responsive Booking Page only)

```
.roomofferqtyselectlabel{display: block;}
```

#### 4.1.15 Hide up button (Responsive Booking Page only)

```
footer .button{display: none;}
```

#### 4.1.16 Add icons to descriptive texts (Responsive Booking Page only)

Bootstrap [glyphicons](#) and [Font Awesome icons](#) can be added to the descriptive fields. To add icons the editor needs to be set to "Source"

Examples:

`<span class="glyphicon glyphicon-user" aria-hidden="true"></span>` will add a Bootstrap icon for a person.

`<i class="fa fa-bicycle" aria-hidden="true"></i>` will add a Font Awesome icon for a bicycle.

Note: Icons might disappear when the editor is opened again. In this case you will need to enter it again.

#### 4.1.17 Hide icons (Responsive Booking Page only)

```
.b24fa{display:none;}
```

```
#b24scroller .input-group-addon{display:none;}
```

#### 4.1.18 Change text color of language selector and currency selector (Responsive Booking Page only)

```
#topofthebookingpage{color: #ffffff;}
```

#### 4.1.19 Make language selector and currency selector a button (Responsive Booking Page only)

```
.b24languagedropdown .btn, .b24languagedropdown .btn.active, .b24languagedropdown .btn:active, .b24currencydropdown .btn, .b24currencydropdown .btn.active, .b24currencydropdown .btn:active
```

#### 4.1.20 Hide currencies from the currency selector (Responsive Booking Page only)

The currency class format is: `.cur-XXX`.

`cur` is the name of the class and `XXX` represents a country code: `CAD` = Canadian Dollars, `GBP` = British Pounds and so on. The country codes are:

AUD, BHD, CAD, CLP, CRC, EUR, FJD, GBP, GEL, ILS, ISK, NZD, USD, BGN, BRL, CHF, CNY, CZK, DKK, HKD, HRK, HUF, HUF, IDR, INR, JPY, KRW, LBP, L

This code will remove all currencies except for Euros, Swiss Francs and US Dollars:

```
.cur-AUD, .cur-BHD, .cur-CAD, .cur-CLP, .cur-CRC, .cur-FJD, .cur-GBP, .cur-GEL, .cur-ILS, .cur-ISK, .cur-NZD, .cur-BGN, .cur-BRL, .cur-CNY, .cur-CZK, .cur-D
```

#### 4.1.21 Remove 0 from adults or guests selector

```
#inputnumadult option[value="0"] {display:none !important;}
```

#### 4.1.22 Limit quantity selectors for upsell items

By default all the quantity selectors have a range from 0 - 250. You can limit the range:

Example 1: Set the range of the optional quantity selector for your 2nd upsell item (set 'Per Booking') to 0-4:

```
#optextra2 option:nth-child(n+6) {display:none;}
```

Example 2: Set the range of the optional quantity selector for your 5th upsell item (set 'Per Room/Person/Adult/Child') to 0-20:

```
#optextraroom5 option:nth-child(n+22) {display:none;}
```

#### 4.1.23 Hide Check-in / Check-out selector

```
.b24-selector-checkin{display:none;}
```

```
.b24-selector-checkout{display:none;}
```

#### 4.1.24 Hide number of nights selector

```
.b24-selector-numnight {display:none;}
```

#### 4.1.25 Change height of full-width slider

```
.fullwidthjumbopropslider .b24fullcontainer-proprow1 .b24-prop-slider .item {height: 500px;}  
.fullwidthjumbopropslider .b24fullcontainer-proprow1 .b24-prop-slider .carousel.slide{ height: 500px !important;}
```

#### 4.1.26 Hide the offer description on the check-out page

```
.at_offersummary {display: none;}
```

#### 4.1.27 Show number of nights on mobiles

```
.b24-selector-numnight { display: inline-block !important; }
```

#### 4.1.28 Hide room picture on check-out page

```
.b24-guest-details-right img {display: none;}
```

#### 4.1.29 Hide option to collect credit cards from Booking page if you want to use this option only for requests via Email

```
.bp2bookcollectpayment .panel-pay-card{display:none;}
```

## 5 Multiple Booking Page

Custom CSS can be added in SETTINGS > BOOKING PAGE > MULTIPLE PROPERTIES > DEVELOPERS > "Custom CSS"

### 5.1 Make search criteria always visible

```
#collapseAdvancedSearch{height: auto; display:block !important;}  
.b24-agencysearchlink{display:none;}
```

#### 5.1.1 Change height of full-width slider

```
.fullwidthjumboagencyslider .b24fullcontainer-ownerrow1 .b24-owner-slider .item {height: 600px;}  
.fullwidthjumboagencyslider .b24fullcontainer-ownerrow1 .b24-owner-slider .carousel.slide{height: 500px !important;}
```



## 6 Invoices and Print Templates

Custom CSS can be added in SETTINGS > GUEST MANAGEMENT > STYLING > "Custom CSS"

### 6.1 Center invoice on the screen and set overall font size

```
body {text-align: center; font-size: 16px;}
```

#### 6.1.1 Set font size of property name

```
#invoicepropname{font-size: 24px;}
```

#### 6.1.2 Set font size of address

```
#invoiceaddress{font-size: 18px; padding-bottom: 50px;}
```

#### 6.1.3 Set font size of the invoice table

```
.confirmationtable{font-size: 16px;}
```

#### 6.1.4 Change margin

```
.printbooking2 {margin: 20px;}
```

#### 6.1.5 TBC

```
#invoicetable{margin-left:auto; margin-right:auto;}
```

#### 6.1.6 TBC

```
#invoiceprinttime{font-size: 12px;}
```

#### 6.1.7 Hide edit button in the invoice

```
#iconedit {display: none;}
```

## 7 Control Panel

Custom CSS can be added in:

- SUB ACCOUNTS > ACCOUNT LIST to apply for all sub accounts
- SUB ACCOUNTS > ACCOUNT LIST > MANAGE ACCOUNT to apply for a specific sub account

### 7.1 Limit the Dashboard selector list on the DASHBOARD

Example: Limit it to the first option:

```
.pagetypedashboard #dashid option:nth-child(n+2){display:none;}
```

#### 7.1.1 Hide the "Hamburger" menu from DASHBOARD

```
.dashcontrol .dropdown{display: none !important}
```

#### 7.1.2 Hide the "Add Booking" from mobile DASHBOARD

```
.mobiledashaddbooking{display:none;}
```

#### 7.1.3 Change the blue Login button on the initial Beds24 page (resellers only)

```
.pagetypelogin .b24btn_Login{background-color:#xxxxxx;}
```

#### 7.1.4 Hide the "Make a Charge using Stripe" button

```
.makechargeusing1{display:none;}
```

#### 7.1.5 Hide property name in the BOOKINGS GRID

```
.bookgrid_rowpropname{display: none;}
```

#### 7.1.6 Hide a certain column in the BOOKINGS Table

```
.pagetypebookingslist .bookingtable tr > *:nth-child(X) {display: none;}
```

#### 7.1.7 Hide cancelled bookings in the BOOKINGS Table

```
.bookingtable .cancelbooking {display:none;}
```

#### 7.1.8 Hide a certain column in the RATES Table

```
.pagetyperates .bookingtable tr> *:nth-child(X) {display: none;}
```

#### 7.1.9 Hide a certain column in the Departues Table on the dashboard

```
.mobiledeparture tr > *:nth-child(X) {display: none;}
```

#### 7.1.10 Hide a certain row in the "Info" tab on GUESTS

```
.pagetypeguests .viewguest .table tr:nth-child(x) {display: none; }
```

#### 7.1.11 Hide potential issue "Less than 12 months available"

```
.warninglessthan12monthsavailable{ display: none}
```

#### 7.1.12 Hide 'Template 2' from Guest Management > Booking Templates

```
.pagetypecommunicationbooktemplate #settingformid .background_boxprop:nth-of-type(2) {display:none;}
```

## 7.2 BOOKING POPUP

### 7.2.1 Hide Open in new Window link

```
.pagetypeajaxbookedit.openinnewwindow{display:none;}
```

### 7.2.2 Functions and Buttons

#### 7.2.2.1 Hide the checkout selector

```
.pagetypeajaxbookedit #checkout{display:none;}
```

#### 7.2.2.2 Hide the 'Delete' button

```
.pagetypeajaxbookedit .deletebookingbutton{display:none;}
```

#### 7.2.2.3 Hide the 'Add Booking' button

```
.icon-suitcase, .b24btn_AddBooking{display:none;}
```

#### 7.2.2.4 Hide the 'Copy as new' button

```
.pagetypeajaxbookedit #bookingcopyasnewbutton{display:none;}
```

#### 7.2.2.5 Hide the 'Print' button

```
.pagetypeajaxbookedit #bookingprintbutton{display:none;}
```

#### 7.2.2.6 Hide the 'Template' buttons

```
.pagetypeajaxbookedit #bookingtemplate1button{display:none;}
```

```
.pagetypeajaxbookedit #bookingtemplate2button{display:none;}
```

```
.pagetypeajaxbookedit #bookingtemplate3button{display:none;}
```

### 7.2.3 Hide Specific Fields

#### Guest title

```
.pagetypeajaxbookedit .menusetting-guesttitle{display:none;}
```

#### Last Name

```
.pagetypeajaxbookedit .menusetting-guestname{display:none;}
```

#### Guest comments

```
.pagetypeajaxbookedit .menusetting-guestcomments{display:none;}
```

#### Notes

```
.pagetypeajaxbookedit .menusetting-hostcomments{display:none;}
```

#### Adults

```
.pagetypeajaxbookedit .menusetting-numadults{display:none;}
```

#### Children

```
.pagetypeajaxbookedit .menusetting-numchild{display:none;}
```

#### Telephone

```
.pagetypeajaxbookedit .menusetting-guestphone{display:none;}
```

#### Mobile

```
.pagetypeajaxbookedit .menusetting-guestmobile{display:none;}
```

#### Fax

```
.pagetypeajaxbookedit .menusetting-guestfax{display:none;}
```

#### Address

```
.pagetypeajaxbookedit .menusetting-guestaddress{display:none;}
```

#### City

```
.pagetypeajaxbookedit .menusetting-guestcity{display:none;}
```

#### Postcode

```
.pagetypeajaxbookedit .menusetting-guestpostcode{display:none;}
```

#### Country

```
.pagetypeajaxbookedit .menusetting-guestcountry{display:none;}
```

#### Country

```
.pagetypeajaxbookedit .menusetting-guestcountry2{display:none;}
```

#### Status

```
.pagetypeajaxbookedit .menusetting-status{display:none;}
```

#### Room Selector

```
.pagetypeajaxbookedit .menusetting-roomid{display:none;}
```

#### Flag

```
.pagetypeajaxbookedit .menusetting-flagtext{display:none;}
```

#### Email (under the Email tab)

```
.pagetypeajaxbookedit .menusetting-guestemail{display:none;}
```

## 7.3 CALENDAR

### 7.3.1 Hide "Show" in the CALENDAR

```
.dashgridshowfilter {display:none;}
```

### 7.3.2 Hide "Override row" in the CALENDAR

```
.dashgrid_rowtype1{display:none;}
```

### 7.3.3 Hide item from dropdown for rooms in the CALENDAR

```
.dashgrid_rowroomname .dropdown ul.dropdown-menu li:nth-child(3) {display:none !important;}
```

### 7.3.4 Hide suitcase icon (add booking) and the button 'Add Booking' from CALENDAR

```
.icon-suitcase, .b24btn_AddBooking{display:none}
```

## 8 Reports

Custom CSS can be added in:

- SUB ACCOUNTS > ACCOUNT LIST to apply for all sub accounts
- SUB ACCOUNTS > ACCOUNT LIST > MANAGE ACCOUNT to apply for a specific sub account

### 8.1 Limit selector list for custom reports

Example: Limit the list to reports 1 - 3:

```
#reportid option:nth-child(n+4){display:none;}
```

## 9 Category: Views and Settings

*This menu is about the menu SETTINGS -> ACCOUNT*

You find the account administration section going to SETTINGS in the top menu then 'ACCOUNT in the left menu. Here you can:

- select your change plan
- set your business details
- download the desktop Software
- change your password
- make a payment

**Contact Person:** This is the name of the person responsible for administrating this Beds24.com account.

**Administrator Email** This is the email address of the person responsible for administrating this account. New booking notifications are sent to this address. This email address is not published on the web or booking page, there is an email field in the property settings for a published email address.

Email notifications sent to the guest are sent with the REPLY TO address as set with the property email setting. Only if the property email setting is blank will the administrator email address be used as the REPLY-TO address for emails sent to the guest.

**Country:** The country your business is located in.

**Time Zone:** Beds24 uses Greenwich Mean Time (GMT) for as internal time time source. Use this field to specify the number of hours before or after GMT for your local time. Functions involving time and days will be performed at your local time.