The ACC Dinner Plain web site is now up and running and available to take bookings. The Website is <u>http://www.aacdinnerplain.com.au/</u>



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Select "Booking" option. (NOTE Please always go through the link on the this page do not bookmark the actual booking logon page as this may change from time to time)



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Select "OnLine Booking and Payment for members"



Put in your User name and Password. If you unsure what this is put in your e-mail address at the **bottom** and press "logon" and your username and password will be e-mailed to you at the address in your Members Details on the website.

Logon			
User Name:			
Password:			
Logon			
If you have forgotten you username and password, fill in your email address below and click the login button. Your username and password will be sent to your email address.			
Need a password, then email			
booking@aacdinnerplain.com.au			
OR			
Apply			

Once you have logged in you will see "Members Details".

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Do you want Firefox to remember this password?						
AAC Dinner Plain : Daniel Stutt						
<u>Occupancy</u>	Member Details :					
<u>Booking</u>						
Your Details	Update Show/Hide Contact Show/Hide Details Printable version					
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Help and Notes	Mobile: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					
Logout	Mail Address:					
	Town: XXXXXXXX					
	State: XXX Postcode XXXX					
	Country: Australia					
	Email: XXXXXXXXXXXXXXXXX					
	Username XXXX (6 or more characters)					
	Password XXXX					
	Member at AAC Dinner Plain					
	OR member at which affiliated lodge					
	Approved to make a booking Yes					
	Email Newsletter					
	Membership Date					
	OPTIONAL Stored Credit Card details any details provided here can be used in booking and account payments					
	Card Holder Name XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					
	Credit Card Number XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX					

Make sure these details are correct and up to date. The sections in RED are the parts that you need to update. If not, update the details and press the "Update" button under your name near the top left hand corner. In an endeavour to save paper we plan to send newsletters, renewals etc via e-mails where possible, so please ensure your e-mail address is correct.

To make a booking select "Booking" top left hand side.

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Do you want Firefox to remember this password?					
AAC Dinner Plain	: Daniel Stutt				
Occupanc Booking Your Petails *Your Account Email the agent Web Site Help and Notes Logout	Member Details : Mr Daniel Stutt : AAC Dinner Plain Update Show/Hide Contact Show/Hide Details Printable version Title First Name Surname XX XXXXXX Mobile: XXXXXX Mail Address: XXXXXXX Town: XXXXXXX State: XXX Ourry: Australia Email: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				
	OPTIONAL Stored Credit Card details any details provided here can be used in booking and account payments Card Holder Name Credit Card Number XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				
	OPTIONAL Stored Credit Card details any details provided here can be used in booking and account payments Card Holder Name Credit Card Number Credit Card Number				

Follow the instructions on the booking Page. To make a new booking

- Enter from and to dates (type day month year or use calendar).
 Press "(Your name will appear here) press this button to Make new booking', a new booking will be added to the list
- 3. Press "Detail" to edit the names and pay for the booking.

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Most Visited 📄 IBM 📄 IBM						
Do you want Firefox to remember this password?						
AAC Dinner Plain : Daniel Stutt						
Occupancy Booking Bookings :AAC Dinner Plain Bookings can be made from Fri, 12 Dec 2008 and can span a maximum of 60 days Bookings for Daniel Stutt *Your Account Email the agent Web Site Help and Notes Legout Booking from Fris 1. Tick the booking 1. Tick the booking you want to remove 2. Press 'Daniel press this button to Delete or Cancel ticked bookings' Booking from Fri, 12 Dec 2008 Daniel press this button to Make a New Empty booking Daniel press this button to Delete or Cancel ticked bookings Ist bookings from Imail to image to imag						

If you have any outstanding fees you will need to pay these before you can proceed any further your booking.

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Do you want Firefox to remember this password?						
AAC Dinner Plain : Daniel Stutt						
Occupancy Booking	You must pay outstanding fees of \$230.00 before you can make a booking Account Details :					
<u>Your Details</u> » <u>Your Account</u>	Stutt, Daniel : AAC Dinner Plain : 15:50 Sun 07 Dec 2008 Member Details Print to web page print to spread sheet					
<u>Email the agent</u> <u>Web Site</u>	Enter a Credit Card Transaction Payment Amount 230.00					
Help and Notes	Transaction Date	Sun, 07 Dec 2008				
Logout	Narrative	Card Payment				
	Credit Card Number	r cvv Expires mm/yy Save Credit Card Transaction				
	date n	narrative credit debit <u>Verified Paid</u> <u>card code</u> <u>type</u>				
	Mon, 24 Nov 2008 2009 sub 230.00 na member charge		irge			
	Totals: Charges	s Transactions Transactions Transactions				
	Bookings 0.00	0.00 0.00 0.00				
	Members 230.00	0.00 0.00 0.00				
	Total 230.00					
	Balance	230.00 DB 230.00 DB				

Once you have paid any outstanding amounts you can continue with your booking.

With ACC Dinner Plain new website you book a bed in a room.

Choose your accommodation: **Repeat this procedure for each occupant**. Once complete all bookings, make your credit card payment to pay for your accommodation.

- 1. Click a bed in a room in the grid "F" means "Free" (use detailed view to fine tune the nights).
- 2. Fill in the occupant name (it is in the panel above the booking grid and is automatically selected when you click the booking grid)
- 3. Choose a fee type
- 4. Comments are optional and may be useful to the mangers i.e Child age or any dietary requirements.
- 5. Press "Update the booking grid"



Make a credit card payment

- 1. Locate the payment panel which is located at the bottom of the booking page
- 2. Complete your card details
- 3. Press "Pay fee and/or save changes"

	Koome K	F			
Help and Notes	Room 6 3	F			
	Room 7 1	F			
Logout	Room 7 2	F			
	Room 7 3	F			
	Room 8 1	F			
	Room 8 2	F			
	Room 8 3	F			
	The Bunk Room 1	F			
	The Bunk Room 2	F			
	The Bunk Room3	F			
	The Bunk Room4	F			
	The Bunk Room 5	F			
	The Bunk Room 6	F			
	Enter a Credit Card Transaction (accepted cards: Visa, MasterCard)(card details retrieved form member's detail				
	Payment Amount	0.00			
	Transaction Date	Wed, 10 Dec 2008			
	Narrative	Card Payment			
	Card Holder Name				
	Credit Card Number	cvv Expires mm/yy			
		Pay Fee and/or Save Changes			
~ 4	Transactions on this booking				
	Enter a new transaction or de	Enter a new transaction or delete unverified transactions, press save changes			
date narrative credit debit <u>card code Verified Paid type</u>					
				AUTHENTIC & SECURE	<
Done					

If your booking was successful a red rectangle will appear telling you that an e-mail has been sent to your e-mail address in "Your Details" confirming your booking. Your booking has been completed you log out via the option on the left hand side.