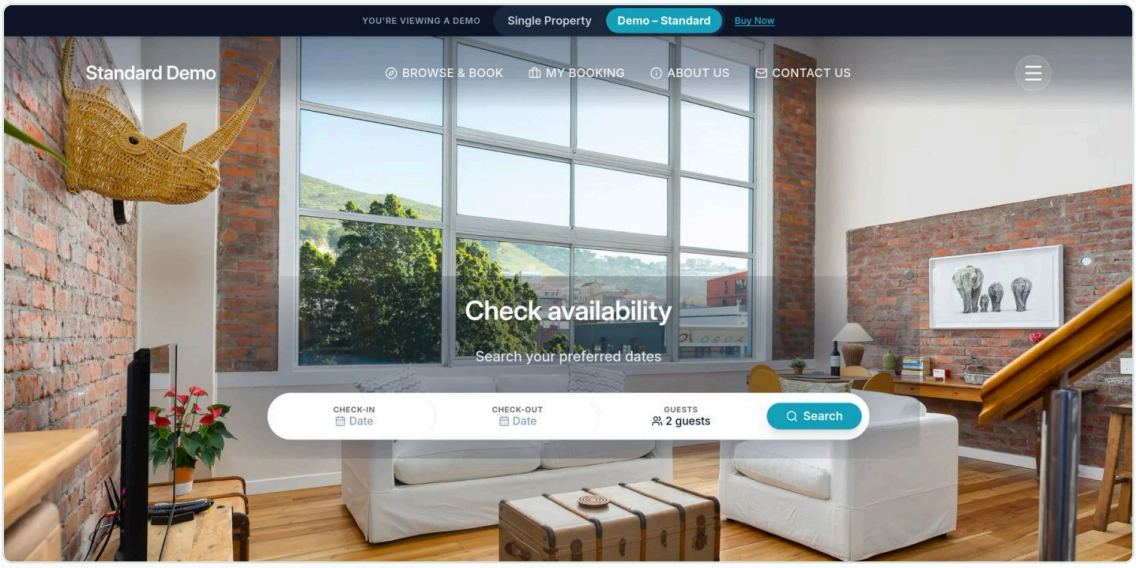
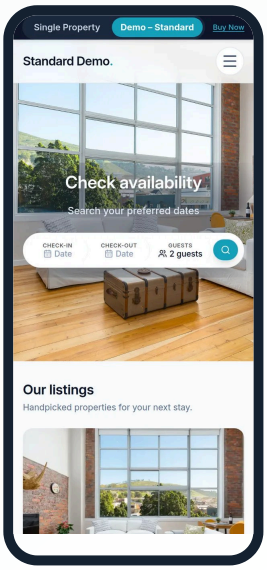
THE PRIMEPLACES DASHBOARD GUIDE

Your dashboard. Discover the features.

Get to know your website and the dashboard behind it—from your first listing to rates, availability and reservations.



The website showcase from Homepage D.



Your website on mobile.



Rates & availability: manage your nightly prices and bookable dates.

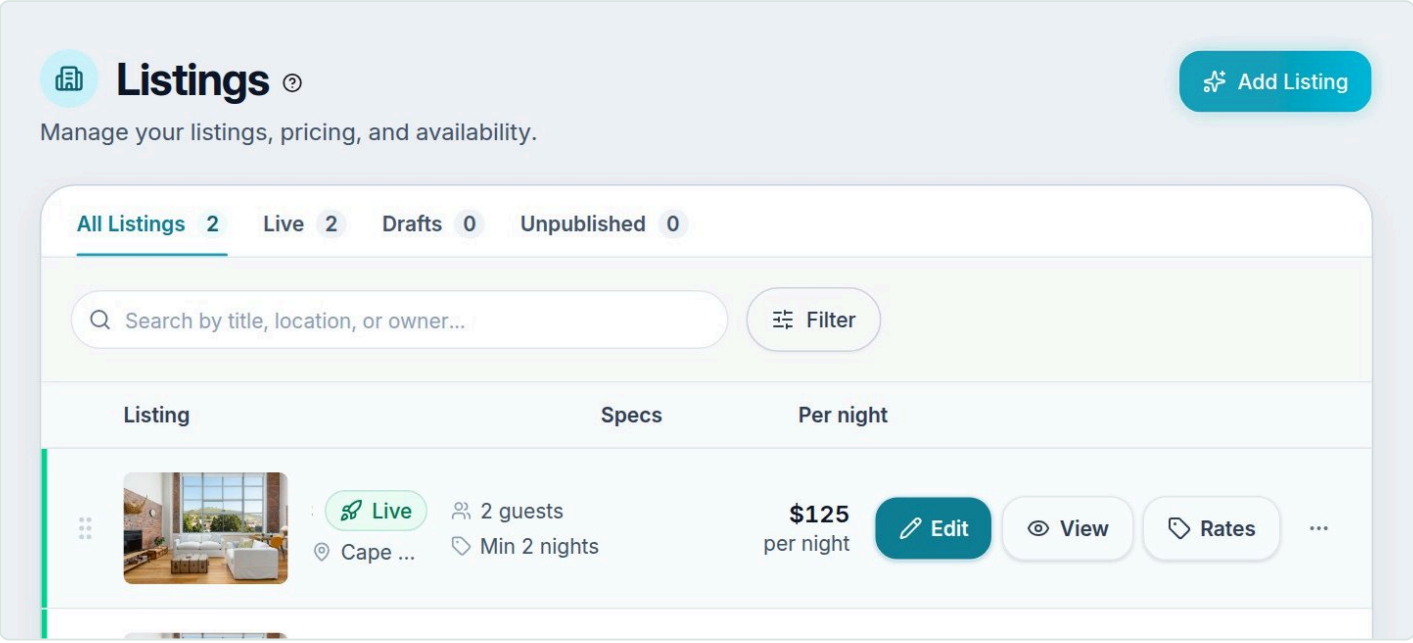
One connected system. Listings, bookings, calendar, rates, guests and documents—with no booking commission charged by PrimePlaces.

02 Start & navigate
03 Your listings
04 Calendar & cleaning
05 Rates & offers
06 Reservations
07 Payments & documents
08 Guests & access
09 Design & content
10 Choose your next step

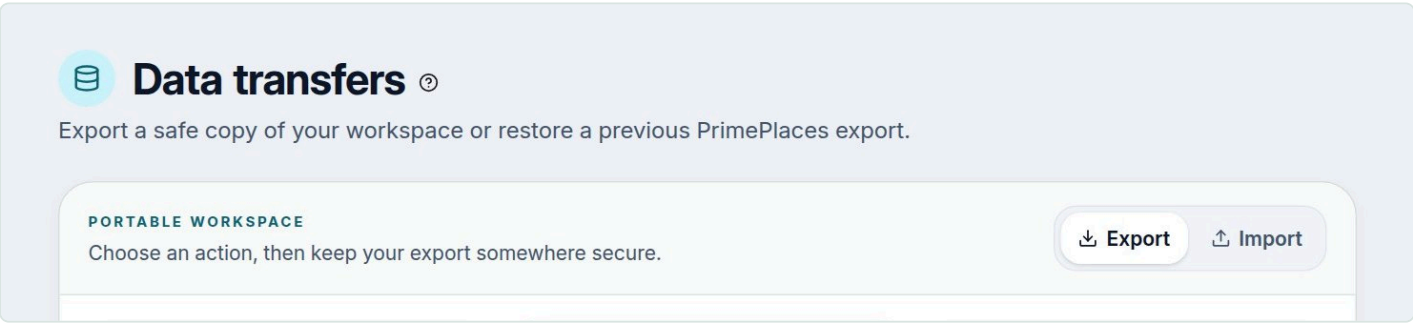
01 / GETTING STARTED

Start with what you already have.

Bring an existing listing into your workspace, or begin with sample content. Review your information, prepare your site and choose a paid plan to launch.



Manage imported or sample listings from one directory.



Move listing, rate and reservation data through the data-transfer tools.

Getting your listings in

- Import a listing by pasting an Airbnb, Vrbo or Booking.com link
- Imported photos, description and amenities arrive for you to review before publishing
- Or start from a ready-made sample listing and replace it with your own details
- Export your listings, rates and reservations to a file, and import them back

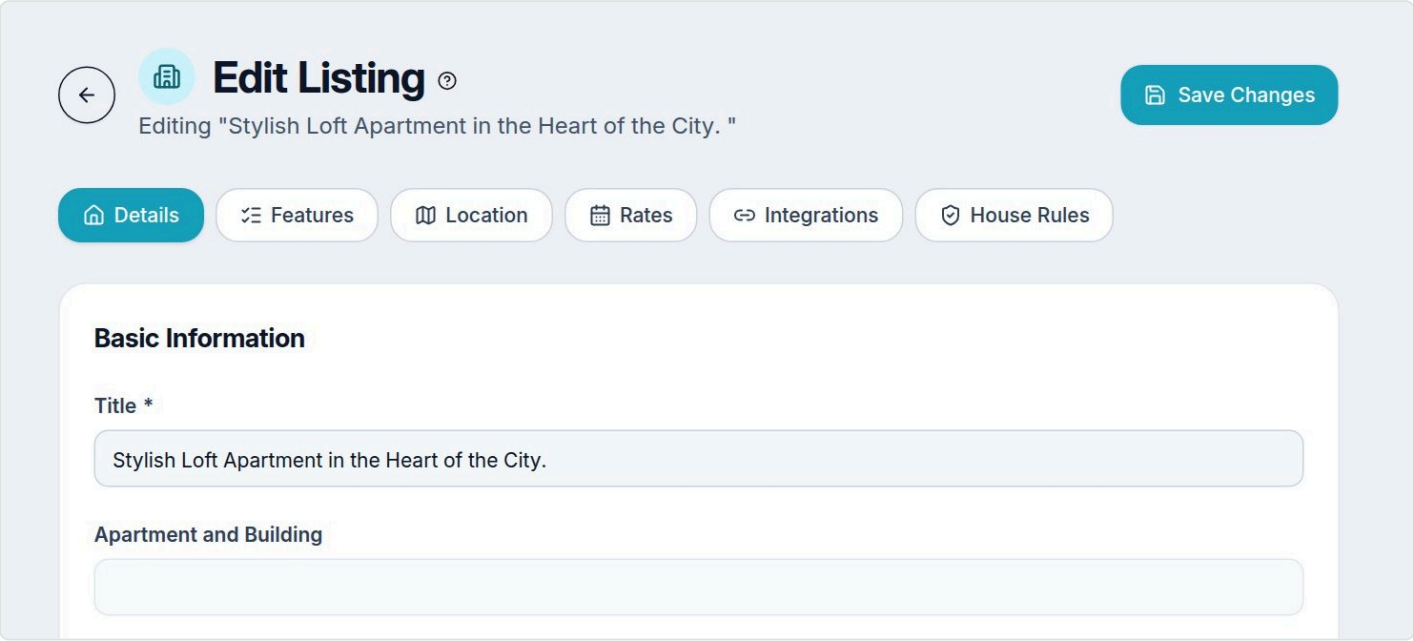
Also at your fingertips

- Your dashboard links to bookings, calendar, rates, customers and housekeeping.
- Use the toolbar on your website to open the dashboard; View Website takes you back.
- Admin works on desktop and mobile. Import results should always be reviewed for accuracy.

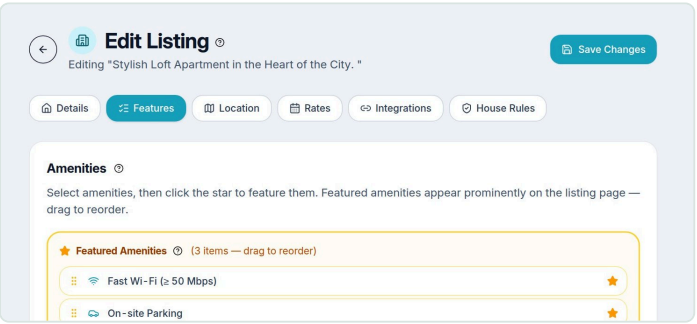
02 / YOUR ACCOMMODATION

Make every listing ready to book.

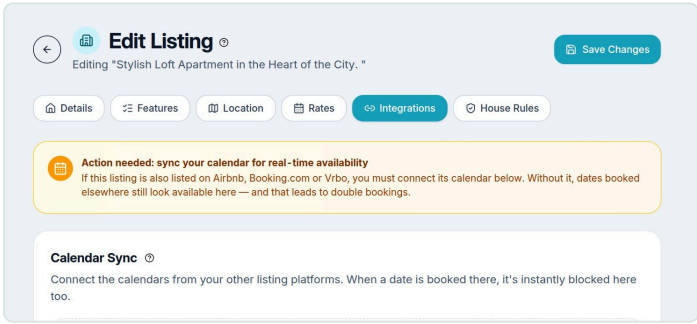
Keep the details that matter together—from the first photograph to the exact map position. Guests can understand the space before they reserve.



Edit a listing's core information and guest capacity.



Select amenities and features.



Connect the listing's external calendar feeds.

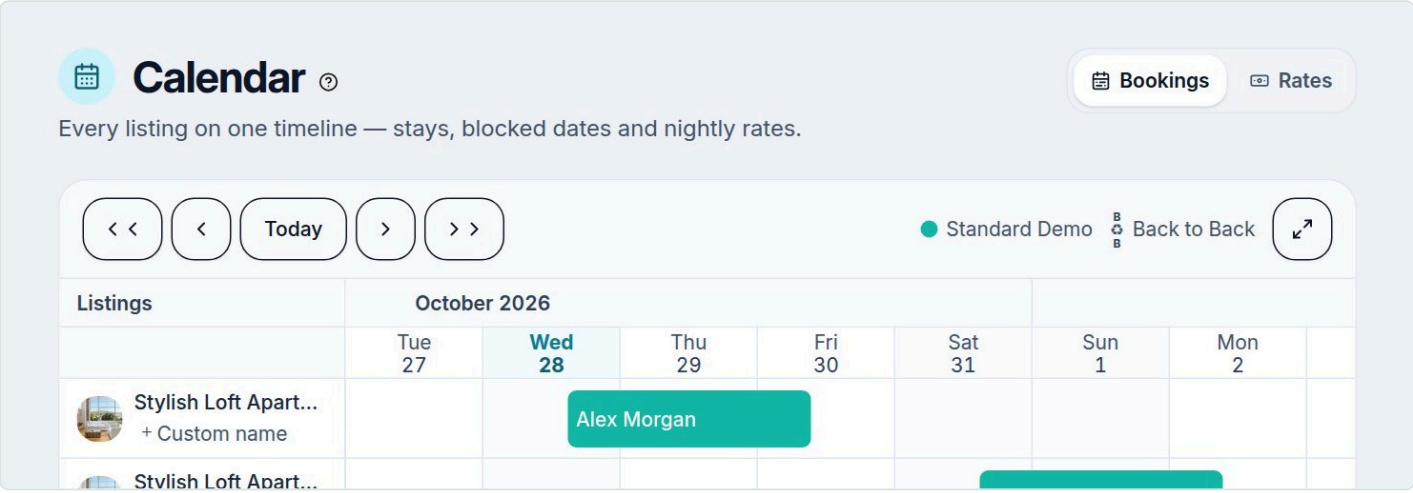
Listings

- Publish, keep as draft or unpublish each listing
- Photo galleries with drag-to-reorder
- Amenities and features chosen from a broad checklist
- Location with address and map pin
- Guest capacity, rooms and beds, descriptions and house rules
- Shared house rules that apply across all your listings
- Duplicate a listing to set up similar units quickly

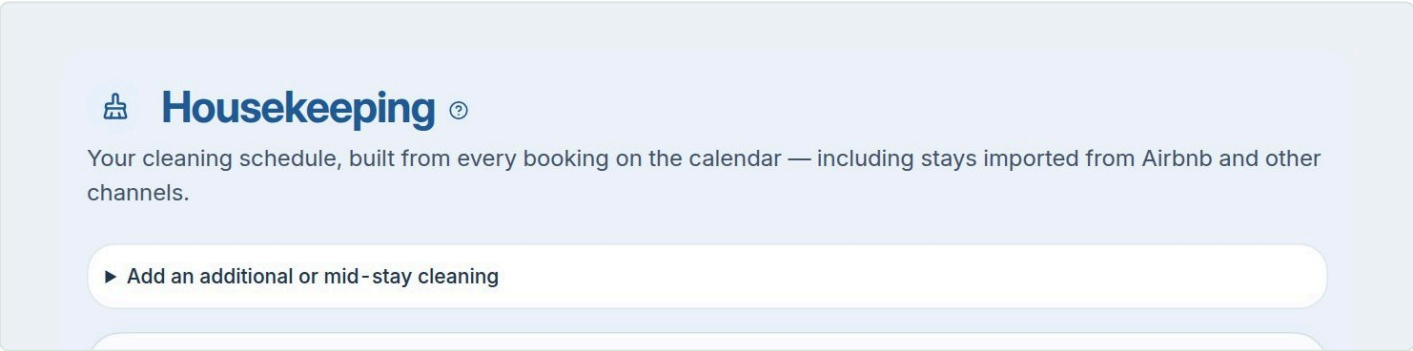
03 / CALENDAR & HOUSEKEEPING

See the stays. Plan the changeovers.

A shared view of availability helps you coordinate reservations and cleaning across your accommodation.



Confirmed demo stays across the listing timeline.



A cleaning schedule drawn from calendar checkout dates.

Calendar and availability

- Every listing on one timeline: stays, blocked dates and nightly rates side by side
- Block or open dates manually
- Calendar sync with other booking sites using calendar links (updates periodically, not instantly)
- A mobile-friendly calendar for managing on the go
- Housekeeping schedule built from your calendar, shareable by WhatsApp

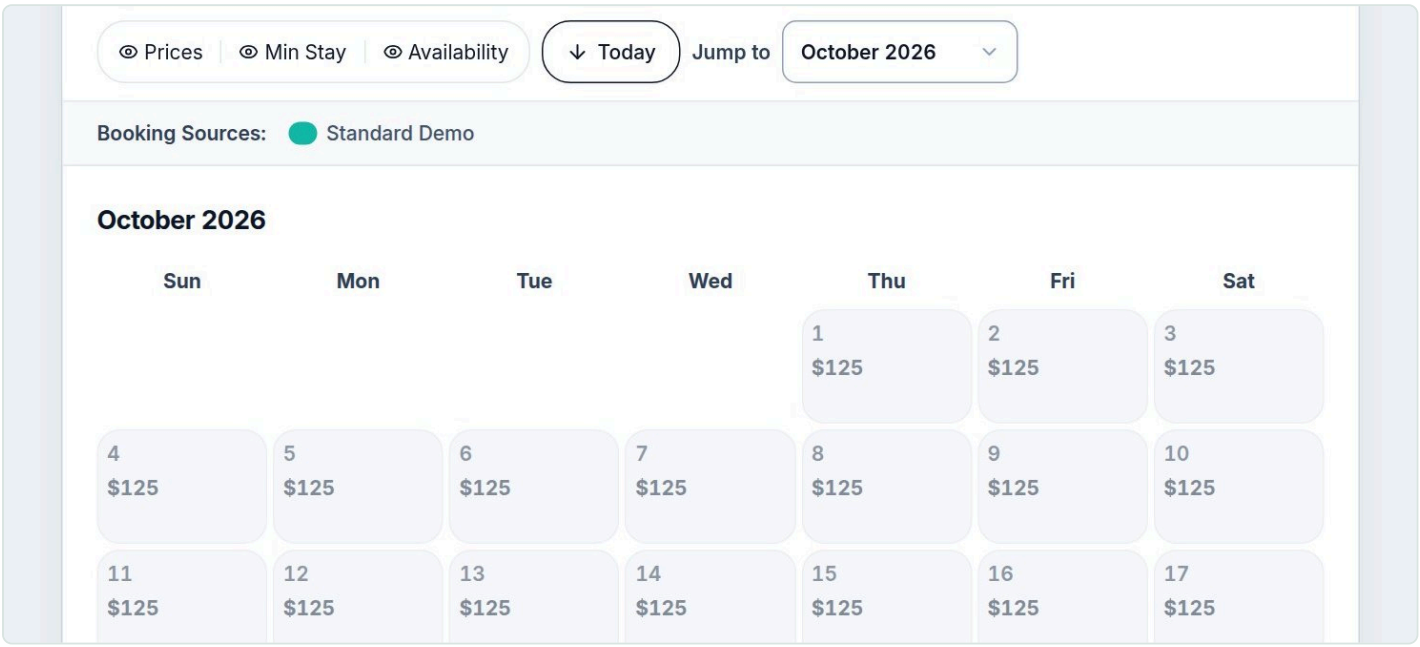
Also at your fingertips

- Export a selected month to Excel where enabled, including future scheduled cleaning dates.
- Editable apartment fee references and formulas in the workbook calculate cleaning totals; fees stay outside the app.
- Historical reporting depends on retained source data and feature availability; an iCal feed is not a complete booking archive.

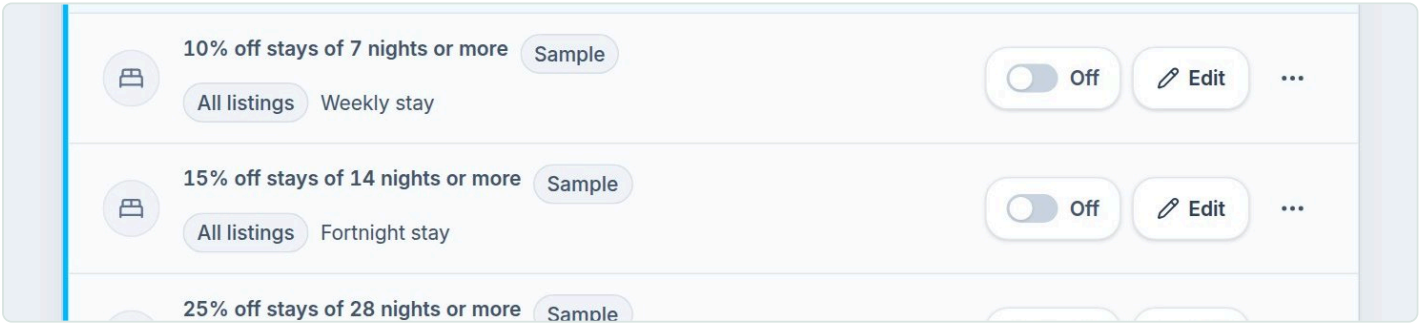
04 / RATES & DISCOUNTS

Price each night. Shape each offer.

Set your normal nightly rate, adjust individual dates and offer incentives that fit the way you sell your accommodation.



A date-based rates calendar, with price, minimum-stay and availability controls.



Configure offers and apply discounts to the relevant listings.

Rates and discounts

- Base nightly price per listing
- Rates calendar for setting prices on specific dates
- Rate Assistant to help you review and adjust your pricing
- Length-of-stay discounts
- Early-bird discounts
- Promo codes for campaigns
- Discounts switched on per listing

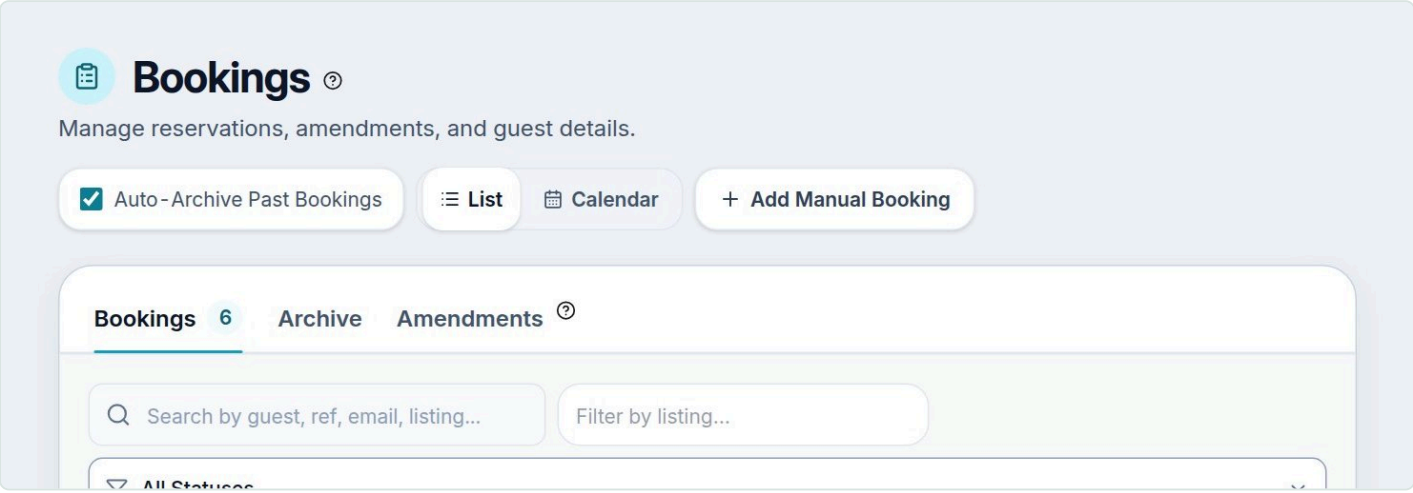
Also at your fingertips

- Review Rate Assistant suggestions before applying changes—you remain in control of your prices.
- Use the same published rate information throughout your own booking journey.

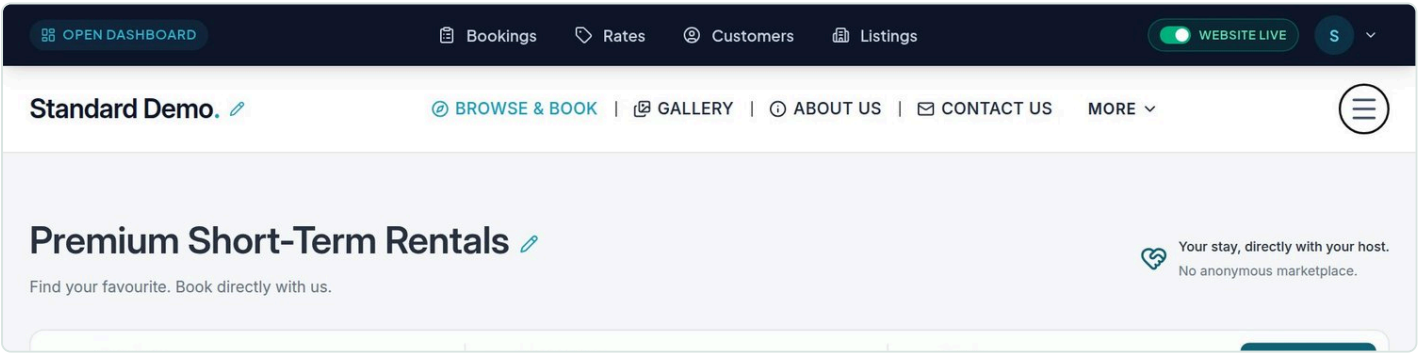
05 / RESERVATIONS

From availability to a confirmed stay.

Let guests find and book a stay on your website, while keeping manual reservations and later changes in the same workspace.



Search and filter reservations by listing and status.



Guests compare listings, nightly prices and availability.

Direct booking for guests

- Guests search by dates and number of guests across all your properties
- Live availability and nightly prices shown on each listing
- Guests book and pay on your own site
- No booking commission charged by PrimePlaces

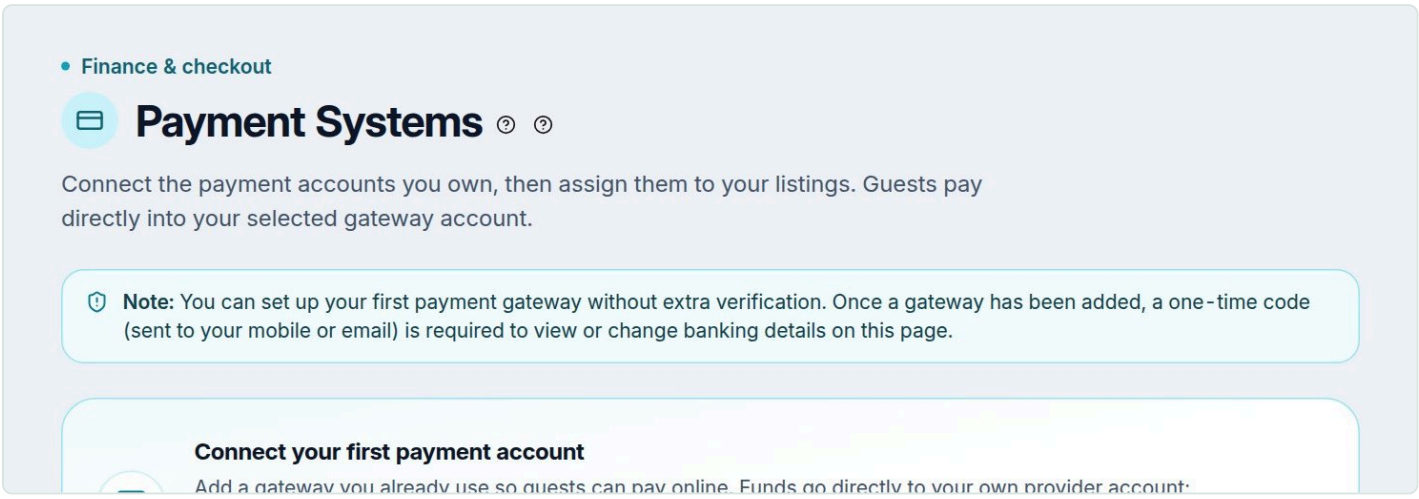
Reservations

- All bookings in one list, with search and status
- Create manual bookings for phone, walk-in or repeat guests
- Amend bookings: change dates, listing or price
- Record and process refunds
- Collect outstanding balances with a payment link

06 / PAYMENTS & DOCUMENTS

Your payments. Professional paperwork.

Connect a supported gateway for guest payments and keep branded financial documents close to the reservation.



Connect your own supported payment provider; no credentials are shown.



A genuine sample invoice generated by the system.



A genuine sample account statement.

Payments

- Connect your own payment gateway so guest payments go to you
- Supported gateways: Stripe, PayPal, PayFast and Paystack
- Gateway availability and supported currencies depend on your region and the gateway's own terms
- Gateway fees are charged by the provider, not by PrimePlaces

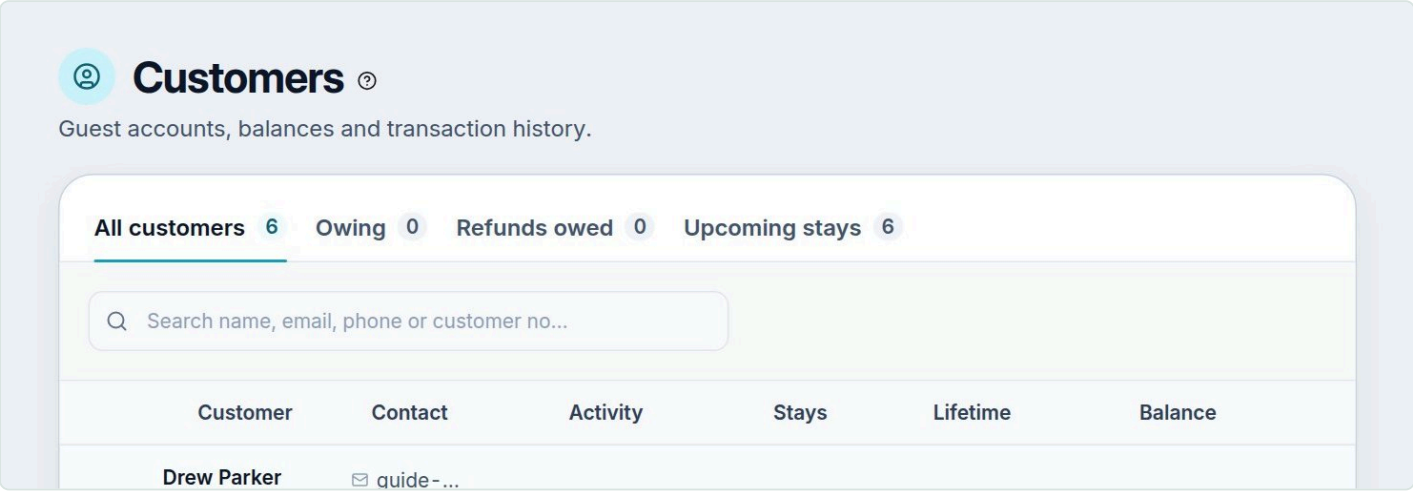
Invoices, receipts and statements

- Branded invoices with line items, stay dates and tax
- Receipts for payments received
- Statements with running balances
- Preview documents before they go out
- Company details shown on your documents

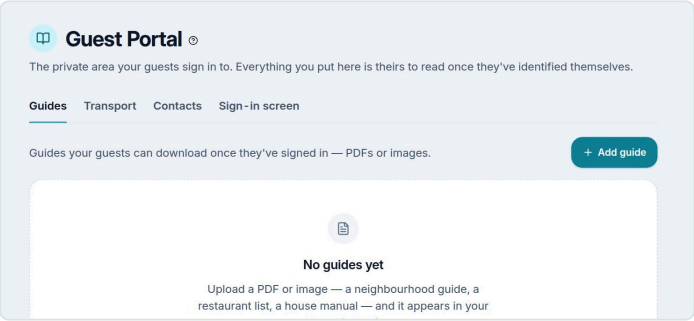
07 / GUESTS & ACCOUNT ACCESS

Know your guests. Keep access organised.

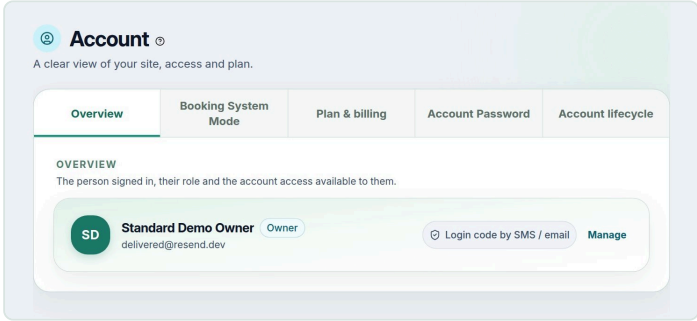
Bring guest records and stay history together. Give guests their own place to retrieve useful information and documents.



Fictional guest records in the Customers workspace.



Curate the guest portal's guides, transport information and contacts.



Account controls and access settings.

Guests

- Guest records created automatically from bookings
- Balances and stay history for each guest
- Guest portal where guests sign in to view their trips and documents
- Manage guest portal users, including import from a spreadsheet

Team access

- User two-factor authentication login
- Admin works on desktop and mobile
- Built-in help and support requests

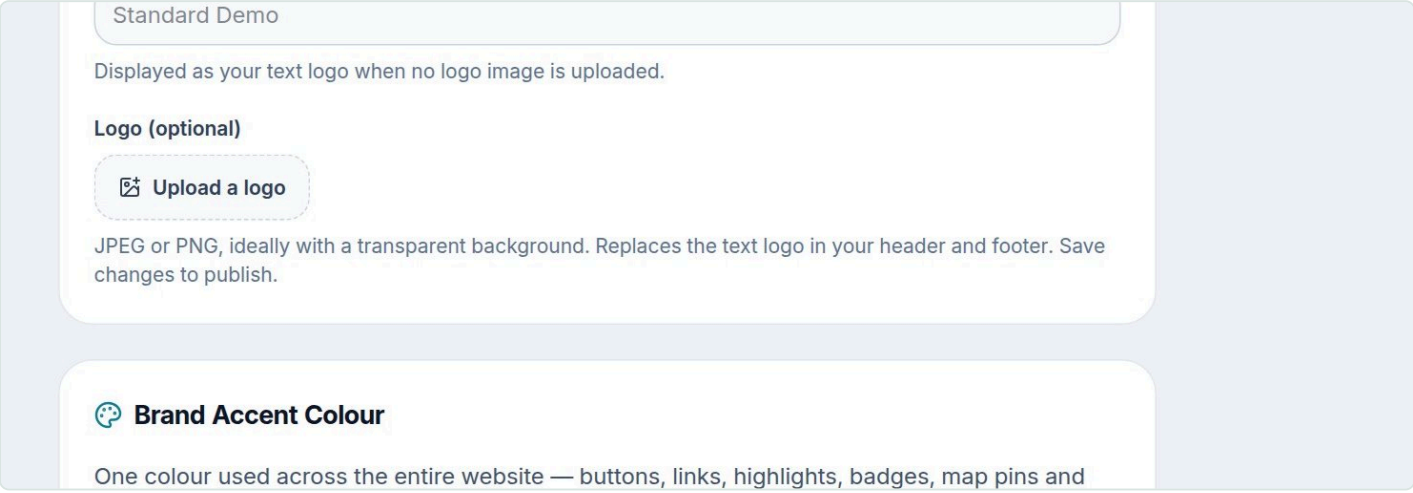
Also at your fingertips

- Portal tools are available when enabled for your site. Screens show illustrative demo data, not real guest records.

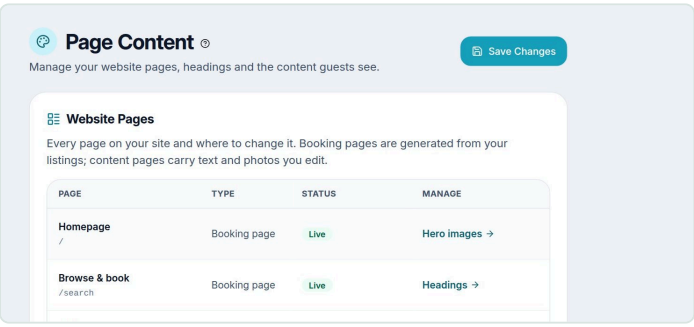
08 / DESIGN & CONTENT

Make it yours. Without rebuilding.

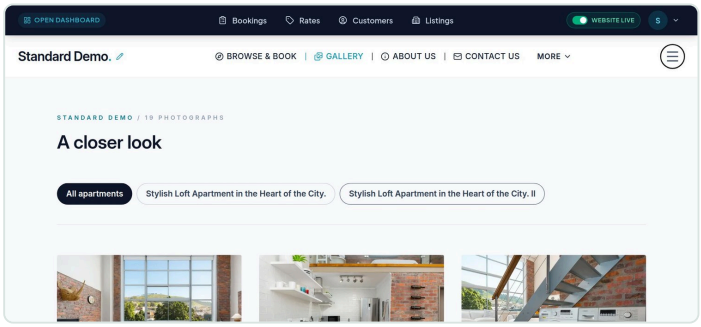
Your accommodation sets the tone. Choose the presentation, refine your pages and carry your branding through the guest experience.



Brand, accent colour and layout controls.



Manage your website's pages.



A dedicated public gallery with an expandable image viewer.

Design, content and visibility

- One brand colour carried across buttons, links and highlights
- Homepage hero images and fixed page content you can edit
- FAQ page you manage yourself
- Page titles and descriptions per listing for search engines
- Connect your own custom domain with the up-to-5 listings package ($39/month) or above; domain registration is separate
- Add your Meta Pixel to measure visits from your ads

Also at your fingertips

- Curate gallery photos, captions, cover and order; hiding a gallery image does not delete its source listing photo.
- Edit About Us, Contact Us, physical address, phone and WhatsApp details.
- Build Facilities & Amenities and Location & Explore pages from owner-selected content.

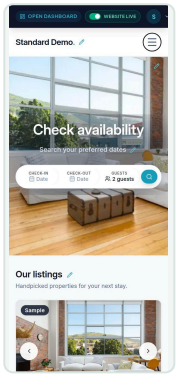
09 / EVERYTHING CONNECTED

Your next direct booking starts here.

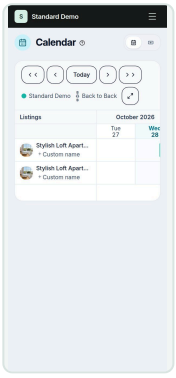
A professional website and the tools behind it—ready for you to make your own.

Your branded website

- A professional website for your accommodation on a primeplaces.ai web address; custom-domain linking is available from the up-to-5 listings package
- Single-property layout: one place front and centre, with gallery, details and booking on the first screen
- Multi-property layout: a property directory with photos, guest ratings and nightly prices
- Listing page layouts to choose from: Classic, Editorial, Split Screen, Gallery First and Immersive
- Switch layouts at any time without rebuilding content
- Works on phones, tablets and desktops



Your website on a phone.



Your calendar on the go.

1 Create your account

2 Set up your site

3 Choose a paid plan

Subscribe risk-free

Activate your subscription to launch your website and booking system. 7-day money-back guarantee. Cancel anytime.

Get started →

View current pricing ↗

10 / FEATURES AT A GLANCE

Full system specification

The complete feature list from our website, covering your accommodation website and tenant dashboard.

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- Import a listing by pasting an Airbnb, Vrbo or Booking.com link
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