Add your favorite locations

Record your Favorite Locations to help your bookers choose the nearest hotel to their destination

Why?

Boost your online adoption from travelers:
- ✓ Quicker search
- ✓ More relevant result
- ✓ Confidence in selecting a hotel at a reasonable distance
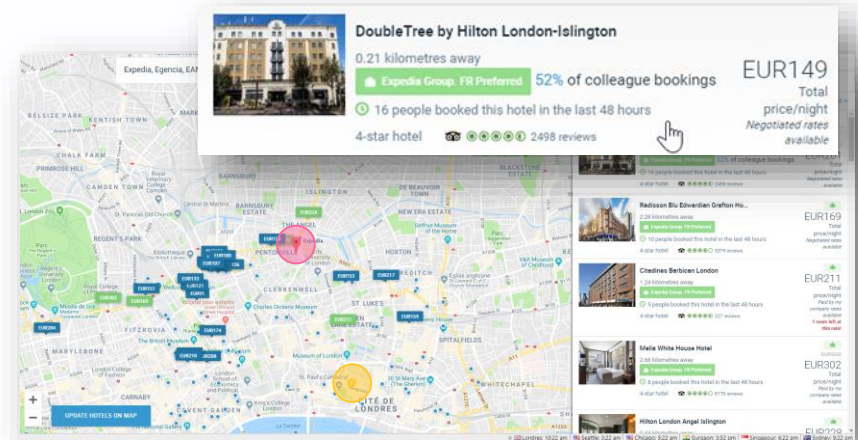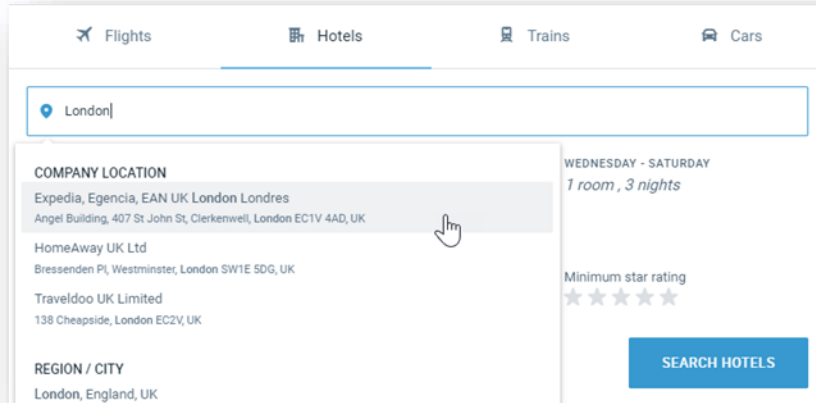
How to?

On your Egencia website:
1. Select the tools tab
2. Click on "Custom location"
3. Click on the "ADD LOCATION" button
4. Enter the new custom location details: name, address, hotel search radius.
5. Save your favorite locations.

What will your travelers see?

When looking for a hotel, the **company locations will be displayed first**.

> The selected custom location will appear as **red pin** on the map. If you have other custom locations in the area, they will appear as a **yellow star**.

> In the list of results, the **distance between the hotel and your custom location** will be displayed.