



Online update of *Guest Profiles*

- After entering the booking on the Wilderness Window, Click “View and update guest information”, followed by Edit.

Rosen x 4 - 245943		Chitabe		690429
First night in camp	03 Mar 2020	Last night in camp	05 Mar 2020	▶ Show next camp visit
Mr	Duke	Duke Duc Tran Dang	United States	Edit
Mr	A.T.	Anh Tuyet Nguyen	United States	Edit
Mr	Rob	Robert Pollock	United States	Edit
Mr	Charles	Charles Edward Rosen	United States	Edit

Edit contact details ✕

Title
Mr

Firstname
Duke Duc Tran

Calling name
Duke

Middle names

Surname
Dang

Full name
Duke Duc Tran Dang

- Update the guest's profile by adding their Nationality as well as Residency (when missing).
- Useful or interesting info about the guests or Comments can be used for information such as occupation or any general info on guests.

Edit contact details

Gender
 Male Female

VIP or repeat guest
 Yes No

Useful or interesting information about the guest

Comments
 Guest likes trying game meat and local cuisine

Residency (where do they live)
 United States

Nationality (where are they from)
 United States

New Edit Delete 0 to 0 of 0

Email	Primary	Email type	Source	User	Created	Active
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Cancel Save

- If an email address was given on the indemnity form, click **New** at the bottom and fill in the details.
- Make sure **Primary** is ticked and the **Source** is mentioned.

Edit contact details

Gender
 Male Female

VIP or repeat guest
 Yes No

Useful or interesting information

Comments
Guest likes trying game mea

Residency (where do they live)
United States

Nationality (where are they from)
United States

Edit email

Email

Work vs Private
Private

Active

Primary

Source

User log

Logged date
date log

Logged booking no
Booking

Email	Primary	Work vs Private	Source	User log	Created	Active
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