



SOFTSUITCASE

Questionnaire
for new
installations

Please fill in the attached
questionnaire and e-mail or fax the
appropriate pages to TravelOffice.

This will help us with a faster
deployment of your installation.



Microsoft Partner Network



TravelOffice headquarters are located in an old converted warehouse in the heart of Copenhagen.

If you wish to hear more about our software solutions, our hosting or you just want to come and see our distinctive offices, please feel welcome.

Our courses in Denmark are also given in the old converted warehouse.



Questionnaire

Please fill out the following questionnaire and return it to us as soon as possible. The relevant pages can either be scanned and e-mailed to ole@travelcom.dk or sent by fax to + 45 33 66 90 13.

Fields marked * must be filled in.

Address:

Agent's name: *

Complete Address: *

Phone: *

Fax:

Agent's Email: *

GDS/CRS:

Amadeus:

Sabre:

Worldspan:

Galileo:

Other:



API

Ja /Nej

The Agency has its own agreement with one or more CRS and the delivery of API.
If YES, please fill in the following:

Amadeus: Username: Password: Host: Office ID:

Sabre: Username: Password: Host: IPPC:

Worldspan: Username: Password: Host: IPPC:

Galileo: Username: Password: Host: IPPC:

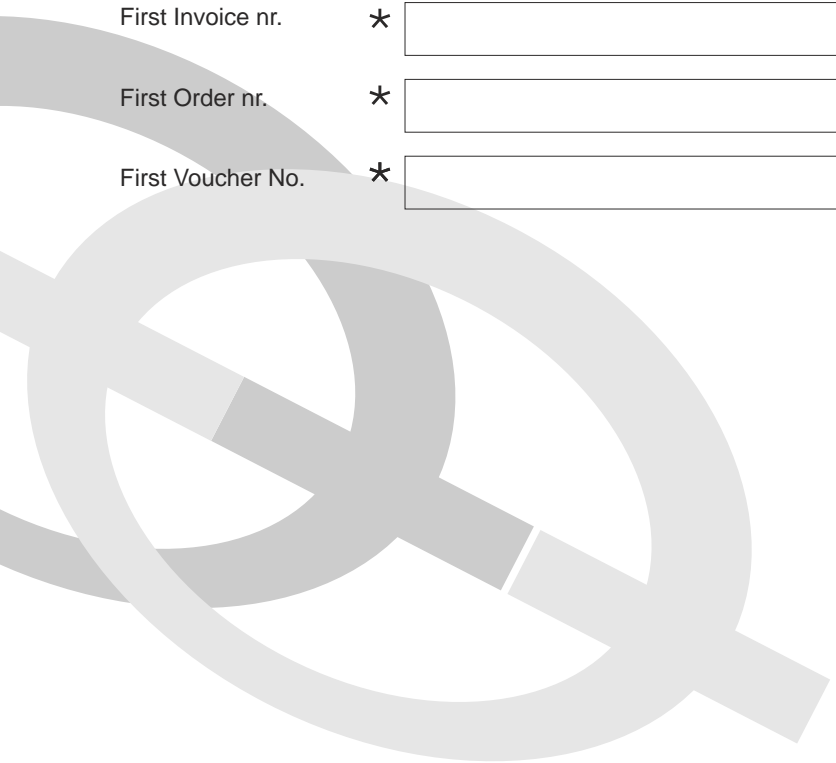
Other

Number Series

First Invoice nr. ✱

First Order nr. ✱

First Voucher No. ✱



Accounting Systems

The following deals with your ERP system. Only the PRO version of SoftSuitCase can transfer to data to accounting systems. If you have a LITE version, but plan on later changing this to a PRO version, it's a good idea to fill in the information:

VAT Number.: *

EU Marginal Sales Tax: * Yes /No

Sales Prices Include VAT: * Yes /No

VAT Account (1): * VAT %: In Account: Out Account: EU Marginal VAT: Yes /No

VAT Account (2): VAT %: In Account: Out Account: EU Marginal VAT: Yes /No

VAT Account (3): VAT %: In Account: Out Account: EU Marginal VAT: Yes /No

VAT Account (4): VAT %: In Account: Out Account: EU Marginal VAT: Yes /No

Travel Sales Account:

Travel Expenses Account:

Customer Receivables Account:

Suppliers Debtor Account:

Cash Payment Account: *

Financial Period: *

Banks and Payment options

In addition to the cash payment, you can create one or more bank accounts. Please fill in at least one of the following accounts:

Main Bank Name: *

Main Bank Account nr: *

G/L Account nr: *

Other Name:

Bank Account nr:

G/L Account nr:

Other Name:

Bank Account nr:

G/L Account nr:

SMTP

In order to send e-mail from SoftSuitCase, we need to know your SMTP settings. Please contact your Internet supplier, if you are in doubt.

SMTP Host *

Use SSL: * Yes No

Username:

Password:

SMTP Port:

Agency employees

Please fill out a page for each employee that will be a User in SoftSuitCase. Make copies for each additional employee.

Full name: *

User ID: *
2-8 characters

Desired password: *

Security Level: * Owner /Supervisor /Super User /User

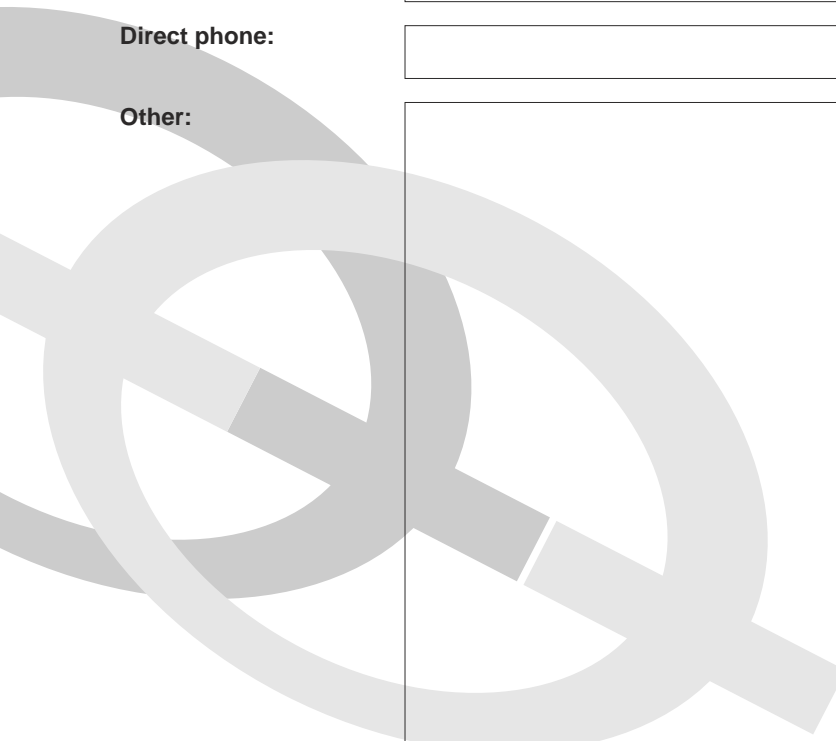
Position:

E-mail: *

Local phone number:

Direct phone:

Other:



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2-8 characters

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Other:



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Position:

E-mail: *

Local phone number:

Direct phone:

Other:





SoftSuitCase is a complete, fully integrated Mid-and Back Office System which is easy to use, and to learn to use in a very short time.

Avoid the duplication of work, which is so common in the travel industry. SoftSuitCase is integrated with both your CRS and your accounting system.

SoftSuitCase makes it possible to be more professional with your customers; with better printouts such as invoices, travel plans, e-greetings, etc.

SoftSuitCase 2010 is a one-time investment, as there is no required yearly licences or maintenance.

It is easy to start, just download and install the program. Automatic updates are also included in the price.

Good reports and statistics mean that you can see where your profits are generated.

No additional hardware or software. SoftSuitCase can in most cases run on your existing system.

Never let a computer know you're in a hurry.
- Anonymous

Technical Specifications	
Operation systems	Microsoft Windows2008© Microsoft Windows2011© Microsoft Windows2012© Microsoft Windows 7© Microsoft Windows 8/8.1©
GDS	Amadeus, Sabre & Worldspan
Minimum requirements Workstations	2 GB RAM 50 GB Harddisk
Minimum requirements Server	Microsoft Windows2008© Microsoft Windows 20012© 4 GB RAM 50 GB Harddisk In installations less than 6 users server can be Microsoft Win 7© or Microsoft Windows 8©
FrontOffice	Microsoft IIS
Online Booking	Microsoft IIS
Platform	Microsoft.NET 4.5©
Communication	Internet required Min. 2 Mbit download
Multi Locations	Yes, please contact Soft SuitCase for information
Max Users	No maximum
Free support	45 days after installation



Microsoft Partner Network



FORHANDLER:



TravelOffice

Headoffice:
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1450 Copenhagen K
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Technical support:
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