



How to re-create my future reservations

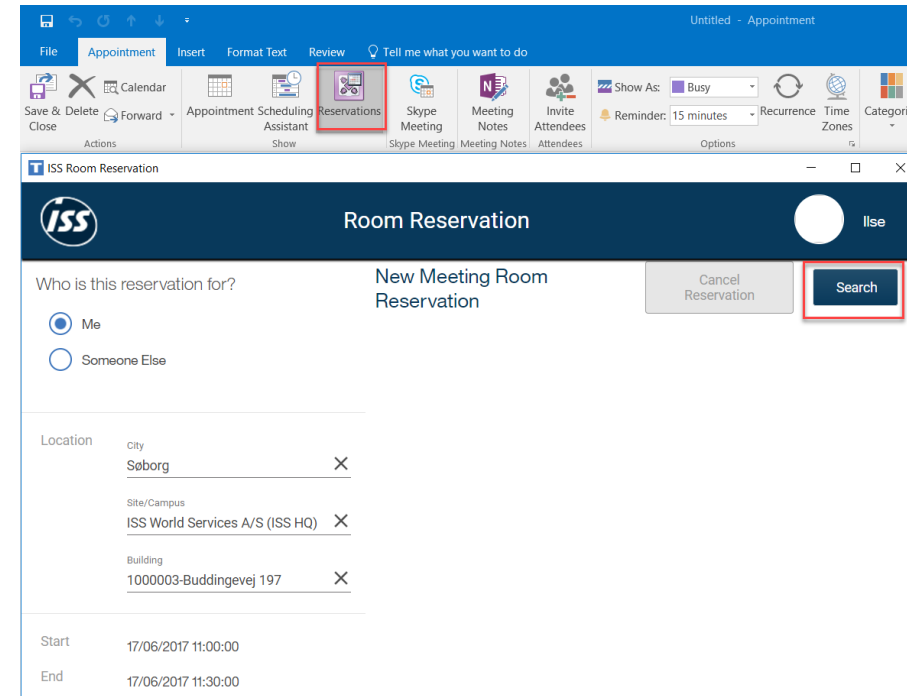
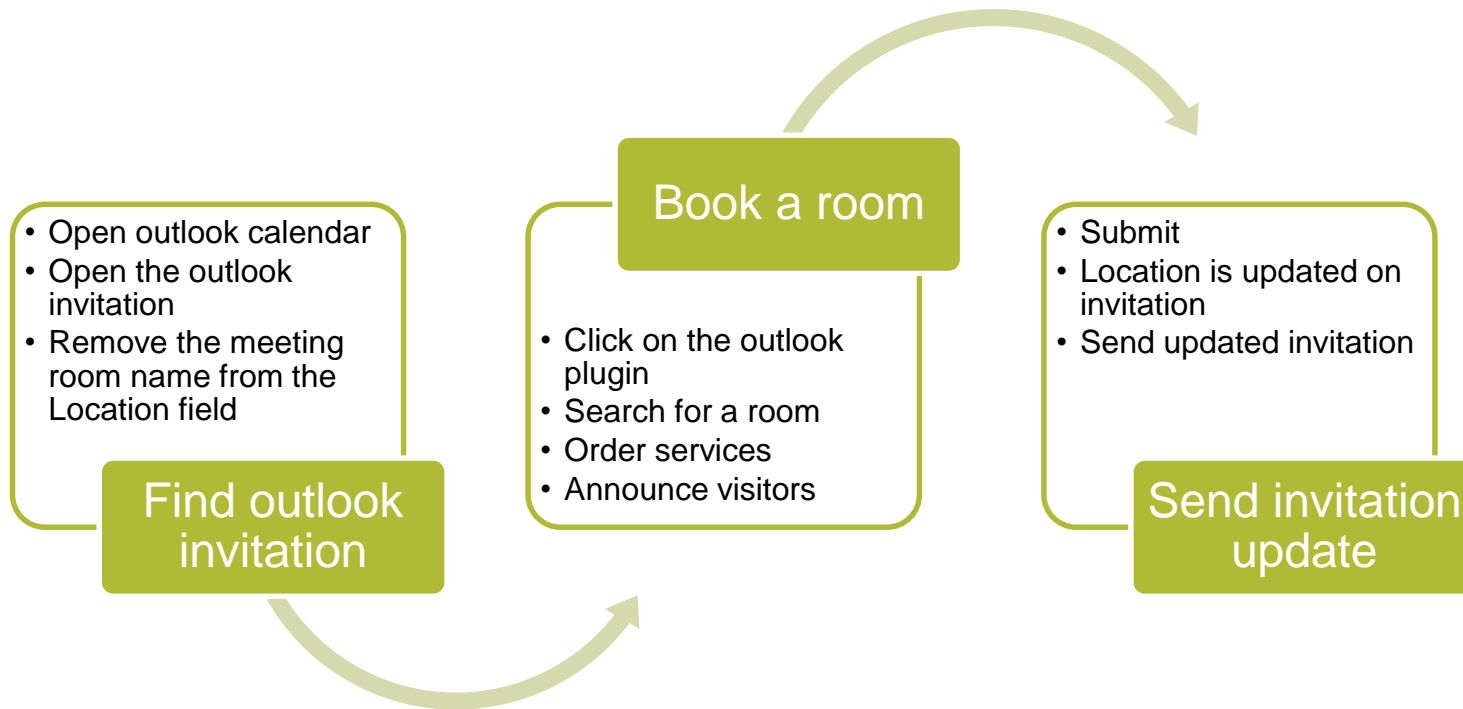
How can I find my future reservations

- We have prepared an export of all future reservations.
- You can obtain a list of your future reservations from the BI team – send email to:
 - Karl-Erik.bostroem@group.issworld.com



- The export will answer these questions:
 - Do I have future reservations
 - Which room(s) did I book
 - When are my next upcoming reservations
 - Did I order food and announce visitors
 - Did I request a flipchart
 - Did I make recurring reservations

Reservations created from Outlook



Reservations created from ISS Service Portal

