

# OWNERS PORTAL

ACCESS: [www.aphroditerentals.com/owners-portal](http://www.aphroditerentals.com/owners-portal)

HOME OUR PROPERTIES THE RESORT BLOG CONTACT US REVIEWS ABOUT US BOOK NOW

## OWNERS PORTAL

LOGIN TO THE SYSTEM | MAKE BOOKINGS | CONTACT US

**GuestWisely**

**Welcome Back!**  
Please enter your login details

Email or Username  
Password

Login

Keep me logged in  
[Forgot Your Password?](#)

First Name  
Last Name

How Can We Help?  
Input your query

Your Email Address

I consent to have this website store my submitted information so they can respond to my inquiry

I am human

Send Enquiry

Direct Access to our Blog

Contact Us

Login area to access the booking system, where bookings, calendar and owner statement can be viewed.

OR: from any page on the Aphroditerentals.com website, on the footer: 'Owner Portal':

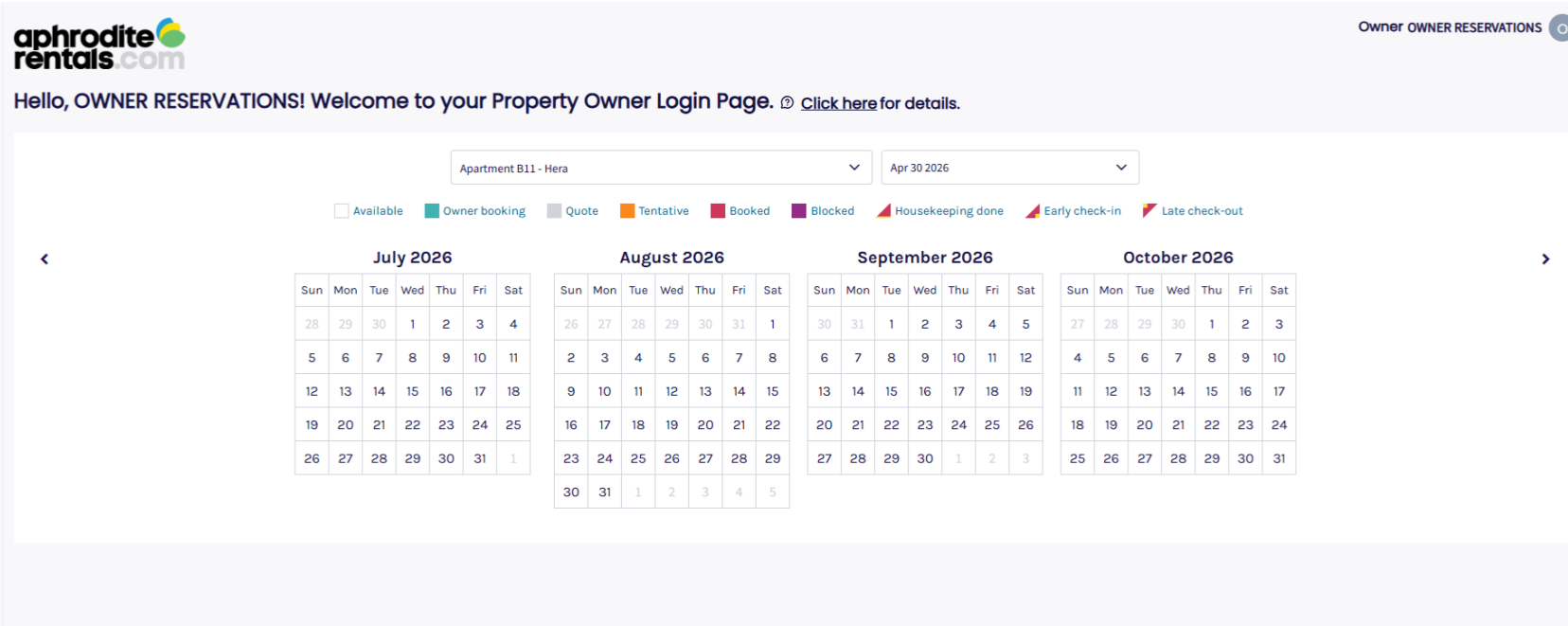
FAQS  
PROPERTY MANAGEMENT  
RESORT MAP  
WEDDINGS  
COVID-19  
NEWSLETTER SIGN UP

COOKIE POLICY (EU)  
OWNERS PORTAL  
PRIVACY POLICY

Trustpilot  
★★★★★

8509

## BOOKING SYSTEM:



The screenshot shows the 'Owner OWNER RESERVATIONS' page for 'Apartment B11 - Hera' on 'Apr 30 2026'. It features a legend for booking statuses: Available (white), Owner booking (teal), Quote (grey), Tentative (orange), Booked (red), Blocked (purple), Housekeeping done (red triangle), Early check-in (red triangle), and Late check-out (red triangle). Below the legend are four calendar grids for July 2026, August 2026, September 2026, and October 2026, each with columns for Sun, Mon, Tue, Wed, Thu, Fri, and Sat.

You have the option to Block or Book Dates.

NB please ignore nightly rate, this just displays the property's advertised daily rate for guests, it does not apply to anything in the owner portal bookings.

**Block Dates:** this should **NOT** be used, this simply blocks dates in the property's calendar, but in these cases, the property manager (us) should do this, so that we are aware of any reasons for blocks and in order to block calendar dates on external advertising sites.

As always, you can contact us at anytime for assistance, or to make the bookings on your behalf: [Contact Reservations](#)

The following page contains instructions on how to make a booking...

## MAKING BOOKINGS:

As always, there are two categories of bookings: OWNER STAY (non-commercial booking) / OWNER BOOKING (commercial booking). Please see the different procedures for booking each below:

### OWNER STAY:

- Select start date & end date, then select Book
- Write your first name, last name, email address (x2) and number of adults (can just put 1 if you prefer)
- **Arrival clean** is automatically selected, if you would not like one then please untick.
- Other Extra Services that can apply:  
**OWN stay: Meet & Greet** – this is if you have family coming and you would like to pay for a meet & greet  
**OWN: owner linen required.**
- If you have any other specific requirements then please add them as notes in ‘Memo’.
- Click **‘pool heating’** if you’d like us to make sure that the pool is heated for your arrival.
- Please also include your rough arrival time in the ‘Memo’ notes (this can be added at any time, but please do so at least a few days ahead of arrival, as it is important for our housekeeping scheduling).

Create Quote or Booking ×

Apartment B11 - Hera ▼ Jul 04 2026 📅  
Jul 11 2026 📅

**Guest Details**

▼ First Name \*  Last Name \*

Street address  City  State

Post / Zip code  United Kingdom ▼

+44 Phone (Primary)  +44 Phone (Secondary)

Email Address \*  Confirm Email Address \*

**Reservation Details**

Start date: Jul 04 2026  End date: Jul 11 2026  Adults ▼ Children ▼

Memo

**Extra Services**

Arrival Clean

OWN stay: Meet & Greet required

Pool Heating

GUEST booking: Meet & Greet

GUEST booking: standard welcome pack

GUEST booking: premium welcome pack

GUEST booking: hire high chair

GUEST booking: hire travel cot

GUEST booking: NO meet & greet

OWN: owner linen required

COMMERCIAL BOOKING

\* Fill in required fields to proceed with quote or booking

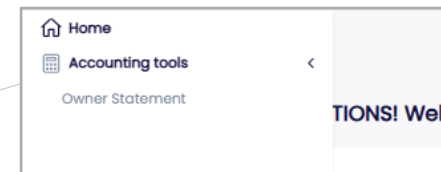
### OWNER BOOKING: (commercial booking for guests)

- Select start date & end date, then select Book
- Write guest name, last name, include email address (if you prefer to include yours then please do so), telephone number (guests) and number of persons (this can be updated later, so if you’re not sure then just put 1 and then update when you have the information).
- *To change country code on tel no just change Country accordingly.*
- Flight details: to be included on the ‘Memo’ – again this can be added later if you don’t have them at time of booking.
- **Select COMMERCIAL BOOKING** – this is imperative.
- Extras: anything starting with ‘GUEST’ can be applicable for a commercial booking, so you can opt if a meet and greet is or is not required, if they require hire items or welcome pack, and please make sure to add pool heating if they want it.

## ACCOUNTING TOOLS:

*only applicable for AR holiday rental booking income*

When you click on 'Accounting Tools' at the top left of the page (calculator icon), you can then click on 'accounting tools' then 'owner statement' to view the breakdown of booking pricing and commissions. Please bear in mind that this is a basic overview of booking incomes, and does not replace the monthly invoicing, credits and statement we currently send out from our accounting system. These prices and commissions do not reflect any taxes or VAT, or pool heating, for example:



### BOOKING INFORMATION

Reference Information		Booking Details				Financial Details		Owner Amounts
#	Booking ID	Property	Arrival	Departure	Nights	Rent	Commission	Total
1	#1-1036	INITIAL MAIN PROPERTY	02/22/2023	02/23/2023	1	€0.00	€0.00	€0.00
2	#1-977	INITIAL MAIN PROPERTY	03/02/2023	03/09/2023	7	€4,205.00	€0.00	€4,205.00
3	#1-163	INITIAL MAIN PROPERTY	03/11/2023	03/18/2023	7	€4,205.00	€0.00	€4,205.00
4	#1-1098	INITIAL MAIN PROPERTY	04/04/2023	04/12/2023	8	€0.00	€0.00	€0.00
5	#1-1163	INITIAL MAIN PROPERTY	04/13/2023	04/22/2023	9	€0.00	€0.00	€0.00
6	#1-1220	INITIAL MAIN PROPERTY	05/03/2023	05/10/2023	7	€1,000.00	-€300.30	€699.70
7	#1-1145	INITIAL MAIN PROPERTY	05/12/2023	05/20/2023	8	€0.00	€0.00	€0.00
<b>Total For Period</b>					47	€9,410.00	-€300.30	€9,109.70
<b>Taxes</b>							€0.00	€0.00
<b>TOTAL BILLABLE</b>						€9,410.00	-€300.30	€9,109.70

This section shows Total gross rental price, AR commission, and, if applicable, any Channel partner commissions (eg Booking.com)

### BILLABLE EXPENSES

Expense	Booking ID	Property Name	Expenses Description	Fee	Note	Total
1	#1-1036	INITIAL MAIN PROPERTY	Arrival Clean	€109.00		-€109.00
2	#1-1036	INITIAL MAIN PROPERTY	GUEST booking: Meet & Greet NOT required	€40.00		-€40.00
3	#1-1098	INITIAL MAIN PROPERTY	Arrival Clean	€109.00		-€109.00
4	#1-1098	INITIAL MAIN PROPERTY	GUEST booking: NO meet & greet	€0.00		€0.00
5	#1-1098	INITIAL MAIN PROPERTY	OWN: owner linen required	€0.00		€0.00
6	#1-1145	INITIAL MAIN PROPERTY	Arrival Clean	€109.00		-€109.00
7	#1-1163	INITIAL MAIN PROPERTY	Arrival Clean	€109.00		-€109.00

This section shows some of the basic standard charges that apply for your owner stays