Guest QR card

The in-room tent card, and what guests see

One-page sheet | For: Guests

Card text (print this)

Need something? Just scan. 📱

Point your phone camera at the code. Tap what you need: towels, room cleaning, a wake-up call, late check-out. No app. No sign-in.

You will see your request move: **Received**, **On its way**, **In progress**, **Completed**.

Need something urgently? Please call the front desk.

For staff: what the guest sees

1. 📱 The guest scans the code. The page knows the room.
2. 👆 They see “How can we help?” and big buttons. Restaurant hours too.
3. 📨 They tap **Send request**.
4. 🎫 It becomes a job for the right team. It shows a **Guest QR portal** tag.
5. 💬 Pick **Message guest** to talk to them. They read every word. Be kind.
6. ⭐ At the end they rate 1 to 5 stars. 1 or 2 stars alerts the front office.

If something is wrong

- 🖨️ Card missing or wrong room? Tell your manager. An admin prints new ones from **Room QR codes**.
- 🚫 Never put a staff note in **Message guest**. Use **Internal note**.

Why this helps you: fewer phone calls, and the guest sees you are already on it.