

# **Escalation Guide for Agency Partners**

# **Assistance Required from a Hotel Regarding a Booking**

## (VIP requests, transfer bookings, special service requests)

#### **Contact Hilton Reservations & Customer Care:**

United Kingdom 0845 7 220055

Europe 0800 445 8682

Hilton Global Support Numbers

Contact Hotel DOS Directly (By email or phone)

# **GDS Rate Visibility Issues**

### (Rate not loaded, incorrect rate loaded, corporate rate not visible)

Contact Travel Agent Help Desk at <u>TAHelpDesk@Hilton.com</u> or contact hotel directly

# Local Negotiated Rate RFP Questions\*

 To assist with hotel responses for unmanaged accounts and RFP related questions, rate audit assistance and property contact information email <u>Local\_Accounts@Hilton.com</u>

# **Commission and Charge Backs Inquiries**

- For commission inquiries, email tacs@nttdata.com or call +1703 480 6916
- For charge back inquiries, contact the hotel directly

## **Hilton Honors Questions**

• Call your country's dedicated Customer Care number, must have the confirmation number, phone number on booking, credit card type and last four digits, email address and Travel Agency name

## **Miscellaneous Information**

#### (Hilton information, brand websites, plan & book your own travel)

- Visit <u>Travel Agents.Hilton.com</u>
- Contact Director of Sales at specific property
- \* Applies to non-commissionable negotiated rates