



## Adding **Boarding Package** Products & Services

For boarding packages to work properly, PetExec recommends setting up your boarding products and services, and your boarding kennel space prior to adding boarding packages.

To add your boarding package products begin in the PetExec main menu, Products & Services --> Add Product/Service.

The following fields are relevant for BOARDING PACKAGE products:

1. Name your boarding package product. PetExec recommends including the boarding product name in the product name if you are adding multiple boarding packages.
2. Service type should be set to "Boarding Package". When this service type is selected the appropriate fields in the add product will be displayed.
3. Set the price of your boarding package. This should be the total price of the boarding package based on the number of nights included.
4. The quantity field should be set to the number of boarding nights included the package. In this example, this is a 14 night boarding package. The boarding package will deduct "1" use for the associated boarding product. If you have boarding products for multiple pets like "Boarding 2 Dogs" then there is no need to double the quantity based on the 2 dogs.
5. The number of days active will control how many days the owner has to use the boarding package based on the date they purchase it. In this example, owners will have 90 days to use the 14 days of boarding based on the date the package is purchased.
6. Select the associated boarding type, these are your products and services with a "boarding" service type. Boarding packages are tied to a specific boarding product and service. Boarding packages are selected when scheduling or signing in a boarding appointment. PetExec will only allow you to use a boarding package for the boarding service selected here. This prevents clients from buying a package priced for one type of room, and then using that package on a different type of room that is perhaps at a higher or lower price point.
7. Once you have finished adding the product, click to add product/service.

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## Add Product or Service (i)

### Product / Service Details

**1** Product / Service Name \*  
14 Day Boarding Package - 1 Dog Small Suite

**2** Service Type \*  
Boarding Package

Description  
Product Description

Highlight Color  
Highlight Color

SKU  
SKU

**3** Price \*  
260.00

**4** Quantity \*  
14

Paw Points  
Paw Points

**5** Number of Days Active \*  
90

**6** Associated Boarding Type \*  
Happy Dog Small Suite - Boarding 1 Dog

Sort Order  
1

Taxable

Hourly Service?

Include on EVERY Checkout?

Minimum One Hour Charge?

Make Available to Owners?

No Commission?

**7** Add Product / Service

### Inventory Tracking

Track Quantity Left

Hide Zero Quantity Left

Quantity On-Hand  
Quantity On-Hand

You do not have to update the inventory tracking fields, these fields are used for RETAIL inventory tracking. By setting the service type as "boarding package" PetExec will track the number of days.

Only fields relevant to Boarding Package products/services have been described. Click on [Add Product/Service - General Overview](#) for details on all the fields on the add product/service screen.

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