

Room Status Definition

S.No.	Room Status	Code	Definition
1.	Occupied Room	O or OCC.	A guest is currently registered to the room.
2.	Complimentary Room	Comp.	The room is occupied but the guest is not to be charged for its use.
3.	Stayover Room	-	The guest is not checking out today and will occupy the room for at least one more night.
4.	On-Change Room	O/C	The guest has departed but the room has not yet been cleaned and readied for sale.
5.	Do Not Disturb	DND	The guest has requested not to be disturbed.
6.	Sleep out Room	-	The guest is registered to the room, but the bed has not been used.
7.	Sleeper Room	-	The guest has left the hotel without making arrangements to settle his/her a/c.
8.	Scanty Baggage	SB	The guest has very light luggage that would be carried away with his/her hand without indicating an obvious departure.
9.	Sleeper or Not Cleared	NC	The guest has settled his/her a/c and left the hotel,

			but the front office staff has failed to properly update the room status.
10.	Vacant and ready or Vacant and clean or Checked and ready room	V/C CR	The room has been cleaned, inspected and is ready for an arriving guest.
11.	Out Of Oder	OOO	The room cannot be assigned to a guest. It may need a maintenance work to be done, refurnishing and extensive cleaning.
12.	Lockout Room	-	The room has locked so that the guest cannot re-enter until he or she has been given clearance by the hotel officials.
13.	Did Not Checkout	DNCO	The guest made arrangements to settle his/her a/c but has left without informing the front office.
14.	Due-out Room	-	The room is excepted to become vacant after the following days checkout.
15.	Checkout or Vacated or Departure	CO or C/O	The guest has his/ her a/c, returned the room keys and left the hotel.
16.	Vacant	V	A room in which no guest has slept the previous night

			and which is not yet occupied.
17.	Late Checkout	-	The guest has requested and is been allowed to checkout later than the hotel's standard checkout.
18.	Luggage In	L	The guest luggage is the room but the bed has not been slept in.
19.	No Luggage or No Baggage	NL/ NB	The guest is staying without luggage.
20.	Under Repair Room	UR	The guest room is not to be assigned to any guest as repair work is being carried out.
21.	Double Lock Room	DL	A room which has been double locked, no other key can open this room door except the grandmaster key or the emergency key.