

How to redeem a Go Anywhere Gift Card in 3 easy steps

1. **Log into your hotel admin account**
irelandhotels.com/login
2. **Enter the 8 or 9 character gift card number**
It is important that you do not add spaces or dashes between characters
3. **Enter redemption amount** from the gift card and **press 'Accept Payment'**

Amount will be taken automatically, and you will be issued an authorisation code on screen & by email. You can save/print this email for the end of shift procedure/your accounts procedure.

Other Useful Tips & Processes

Checking a Balance

Enter the 8 or 9 character gift card number and your hotel verification code and press **'Check Balance'**.

Insufficient Funds

If there are insufficient funds, it will advise you of a **'Rejected Payment'**. Note this and seek alternative payment from customer.

Error

If an incorrect redemption amount is entered, there is a **15 minute window** to amend the error otherwise contact support@irelandhotels.com

Full User Guide

[Full SOP Details available here](#)

Customer Care Team

If you have any further questions or need additional support you can contact our Customer Care Team at support@irelandhotels.com or **(1800) 87 67 69**

Review Your Property Content

You can do this by visiting www.irelandhotels.com