

Keeping your calendars in sync

Follow the process below for each listing to be synchronized

Import a calendar into your Vrbo Calendar

- Retrieve the calendar URL for the appropriate listing from the website you want to sync with Vrbo. Each site has its own process for retrieving the calendar link. This information is available online.

Airbnb Example

- Visit your Airbnb calendar and select *Availability* from the panel on the right side.
- Click on *Calendar Sync*, then on *Export Calendar*.
- Copy the URL from the pop-up window.

- Log in to your [Vrbo Dashboard](#), select the appropriate listing, and go to your Calendar.
- Click on the **Availability** tab of the **Settings** box, located on the right-hand side of your calendar.
- Click on **Connect calendars** under calendar sync
- Select **Import a Calendar** to open the edit panel. Paste the calendar URL into the URL field.
- Change `webcal://` to `http://` in the imported calendar's URL in the edit panel.
- Name the calendar, pick a color, then select **Import** to sync the calendar to Vrbo.

Export your Vrbo Calendar

- Log in to your [Vrbo Dashboard](#), select the appropriate listing, and go to your Calendar.
- Click on the **Availability** tab of the **Settings** box, located on the right-hand side of your calendar.
- Click on **Connect calendars** under calendar sync
- Select **Import & Export** from the top of the page.
- Select **Export Calendar**.
- Select **Copy URL** and follow the instructions on the website you're syncing with to export your Vrbo calendar using this link.

Legend: ■ Booked ■ Unbookable ■ Tentative ■ Blocked ■ Conflict

Calendar							Today	<	Jul	>	2023	Month	Year
Sun	Mon	Tue	Wed	Thu	Fri	Sat							
						1							
						\$ 400							
2	3	4	5	6	7	8							
\$ 400	\$ 400	\$ 400	\$ 300	\$ 300	\$ 400	\$ 400							
9	10	11	12	13	14	15							
\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 400	\$ 400							

Exporting tentative reservations

- Do not include tentative reservations when exporting to another booking site. That feature should only be used when exporting to a private calendar.

Exporting tentative reservations

- Only partners using the Vrbo Dashboard can sync calendars. Those connecting via a third-party software can't use this feature.