Host Sidecar — Calendar Sync Setup Guide

Purpose

This guide helps co-hosts and hosts manually sync booking calendars between Airbnb, Booking.com, and VRBO using iCal links. This helps reduce double-booking risk when a dedicated channel manager is not being used.

Airbnb ↔ Booking.com

1. In Airbnb: Listings → Pricing & Availability → Calendar Sync → Export Calendar. Copy the iCal URL.

2. In Booking.com Extranet: Rates & Availability → Sync Calendars → Add Calendar Connection. Paste Airbnb URL.

3. In Booking.com: Export Booking.com calendar URL.

4. In Airbnb: Calendar Sync → Import Calendar. Paste Booking.com URL.

Airbnb ↔ VRBO

1. In Airbnb: Export Calendar and copy iCal URL.

2. In VRBO: Calendar → Settings → Availability → Calendar Sync → Import Calendar. Paste Airbnb URL.

3. In VRBO: Export VRBO calendar URL.

4. In Airbnb: Calendar Sync → Import Calendar. Paste VRBO URL.

Important Notes

• Imported calendars do not re-export to other platforms.

• Calendar updates may take 30 minutes to several hours.

• Sync blocks dates only — it does not sync pricing, guest details, or messages.

• For higher reliability, Host Sidecar recommends using a channel manager such as Hospitable.