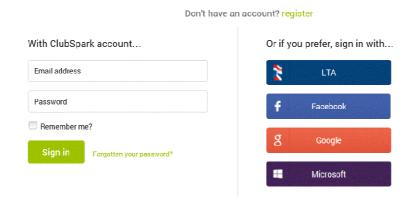


How to Book a Court

Once registered log-in at:

www.clubspark.lta.org.uk/WokinghamTennisClub

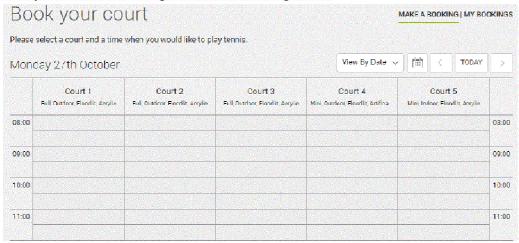
Sign in to book your session



- You can book a court up to 6 days in advance.
- The maximum period you can book a court for at any one time is <u>90 minutes</u> no simultaneous court bookings are permitted.
- If you have booked a court but no longer need it, please remember to cancel your booking.

To make your booking, follow these steps-

1. Click on your desired booking slot on the booking sheet:

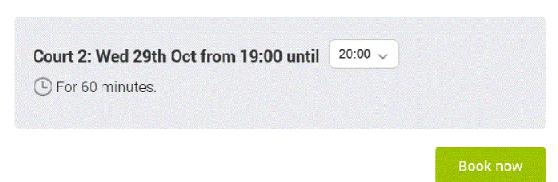


You can change how you view the booking sheet by clicking on the 'View By Date' drop down menu. If you would like to book on a different day you can click on the calendar icon, the 'Today' tab or use the arrows to find your desired booking day.

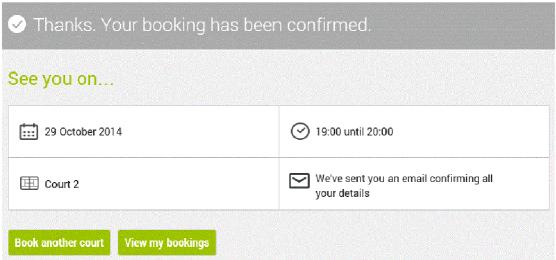
2. On the booking overlay choose how long the session will last by selecting a time from the drop down menu:

Make a booking

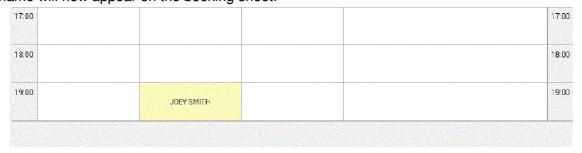




- 3. To book the court, click the 'Book now' tab.
- 4. You will now be taken to the booking confirmation page and an email will be sent confirming all the details of the booking:



5. Your name will now appear on the booking sheet:



6. To view all your current bookings, click on the 'My bookings' tab. The 'My bookings' page is also where you can cancel a booking:

	Court	Time	Date
Cancel	Court 2	19:00 - 20:00	29/10/2014
Cancel	Court 3	18 00 - 20:00	31/10/2014