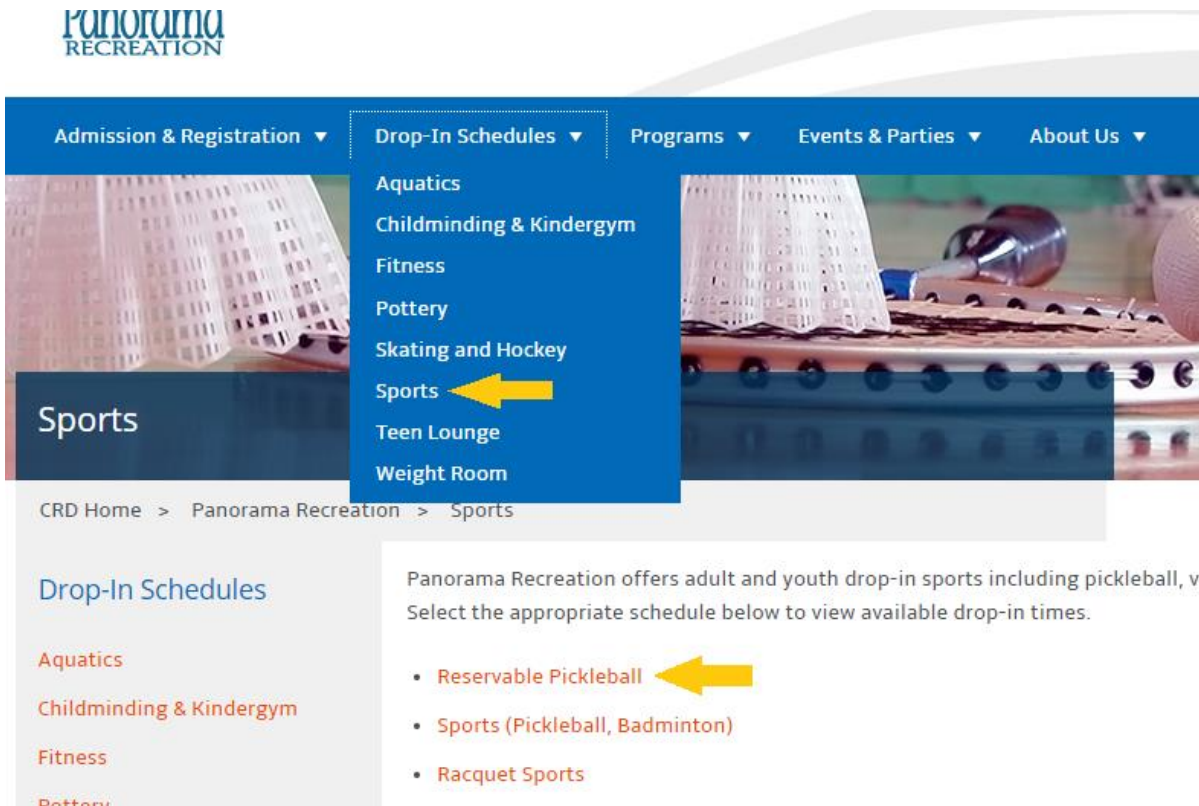
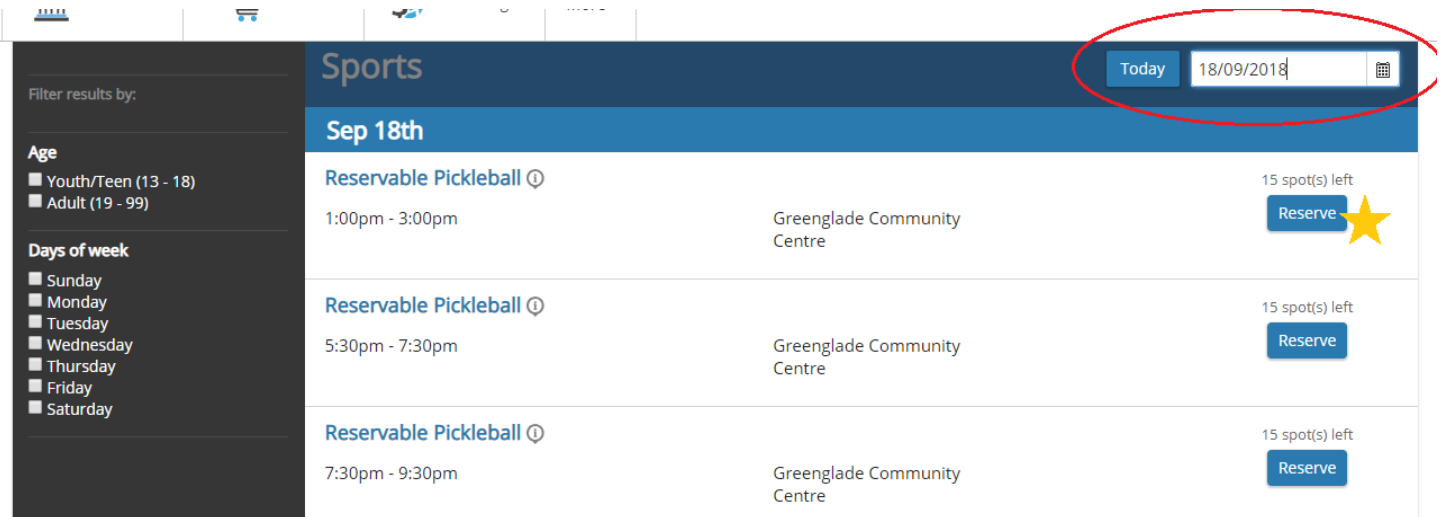


How to Reserve Pickleball Online (at Greenglade Community Centre)

1. From panoramarecreation.ca, under the **Drop-In Schedules** drop down menu, click **Sports**. You will be redirected to a new page. Select **Reservable Pickleball** from this page.



2. A separate window will open within your browser. Select the day and time of interest. Reservable Pickleball has been broken into 2-hour chunks to facilitate the reservation process. One timeslot may be reserved per player each day. Please see notes at the end of this document for some other points to know.



3. A new window will open within your browser summarizing details of the desired session. Click **RESERVE**.

Reservable Pickleball

18/09/2018
5:30pm - 7:30pm
15 spot(s) left

RESERVE

Similar Events

24 sessions		Every Mon, Tue
24/09/2018	05:30 PM - 07:30 PM	Gymnasium
25/09/2018	05:30 PM - 07:30 PM	Gymnasium
26/09/2018	05:30 PM - 07:30 PM	Gymnasium

About this class

4. You will be prompted to log in to your Panorama Recreation PerfectMIND account.
If you have yet to create one or have forgotten your password, you will be able to do this from this screen.

Panorama RECREATION

Login to Your Account [Log in](#)

Email

Password

Login

[Forgot your password?](#)

[Create an Account](#)

5. Once logged in, select the person you would like to reserve for then, click **NEXT**.

Reservable Pickleball

18/09/2018
1:00pm - 3:00pm
15 spot(s) left

Restrictions
Gender: Co-ed
Age: 16+

1 Attendees

2 Fees & Extras

3 Review

4 Payment

Who would you like to book?

Hannah Nawroth (You)

Add Family Member


Next

6. Select the appropriate fee. Click **NEXT**.
 - Pass holders → No charge to reserve.
 - Non-pass holders → You will be prompted to pay the drop-in fee.

7. You will then be redirected to a **Cart Summary** page.

At this time, if you would like to reserve another timeslot within the same transaction, select **Book Another Event**.

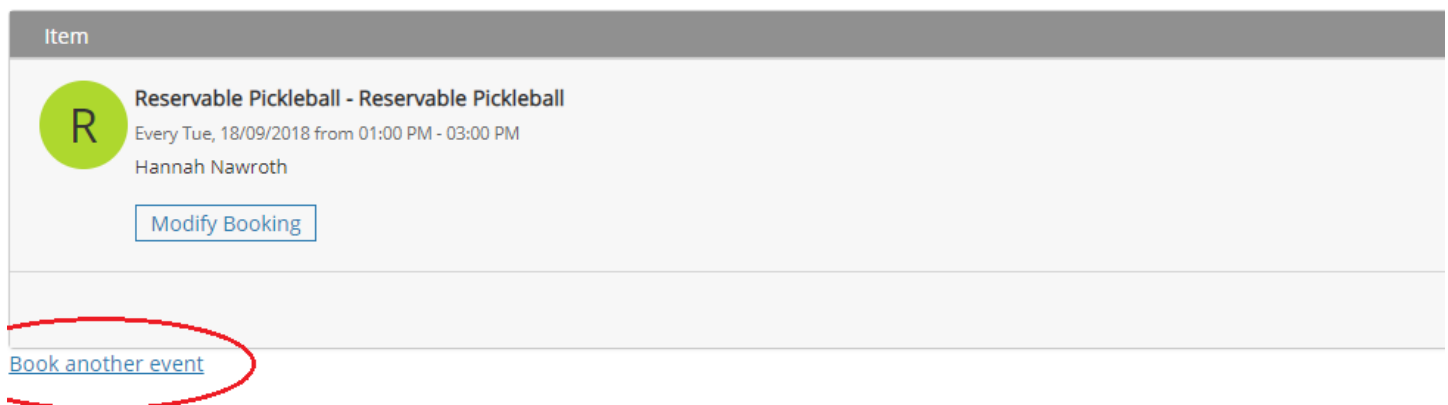
If booking another event, you will be redirected back to the Reservable Pickleball calendar through which another date/time can be selected. Repeat steps 2 through 6 until back at the Cart Summary page. Repeat the book another event process for as many sessions as of interest.

In the event a session inadvertently added that is not wanted, click  to remove it from your cart.

Once your cart has the desired sessions added, click **CHECKOUT**. You will be redirected to a registration confirmation or to complete payment. A receipt of your bookings can be printed or emailed from this final screen.

1
Attendees

2
Fees & Extras



The screenshot shows a booking confirmation for 'Reservable Pickleball'. It includes a green circle with the letter 'R', the event name, frequency ('Every Tue, 18/09/2018 from 01:00 PM - 03:00 PM'), and the name 'Hannah Nawroth'. A 'Modify Booking' button is visible. At the bottom, a link 'Book another event' is circled in red.

Notes:

- One reservation may be made per player per day. Any spaces not reserved will be open to drop-ins.
- Monday through Friday, reservations must be made at least 30 minutes before play start. Sunday reservations must be made by 1pm.
- Upon arrival to the centre, please check-in with reception or the pickleball attendant. Your name will be checked off the reserved list.
- Players interested in continuing to play into the following timeslot must check-in with reception or the pickleball attendant within the 30 minutes before the next session starts to confirm space available.
- If wishing to cancel a reservation, unfortunately this cannot be done online. Please phone or stop by reception in-person and they can complete this for you. (250) 656-7271 or (250) 656-7055