

1. **Reservations can only be made when you are logged into your member account.**
2. Go to our website: Springboardpool.org, and log into your account (if you need assistance logging into your account, please email: springboardmembership@yahoo.com).
3. Once logged in, go to the menu item on the top bar entitled “**Pool Reservations**”.

SPRINGBOARD RECREATION CLUB

Pool Reservations Manage Account Main Site Log Out

ACCOUNT DETAILS MY RESERVATIONS

ACCOUNT #226

MEMBERS +

MEMBER #
3429

ACCOUNT TYPE
Household

BILLING CONTACT

HOLLY MCCAHERILL

★ Billing Contact

paid

Member # 174799

Adult

Female

4. This calendar screen will appear. Select the date and time you want by hovering your mouse over the time and **CLICK IT**,

SPRINGBOARD RECREATION CLUB

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Make A Reservation

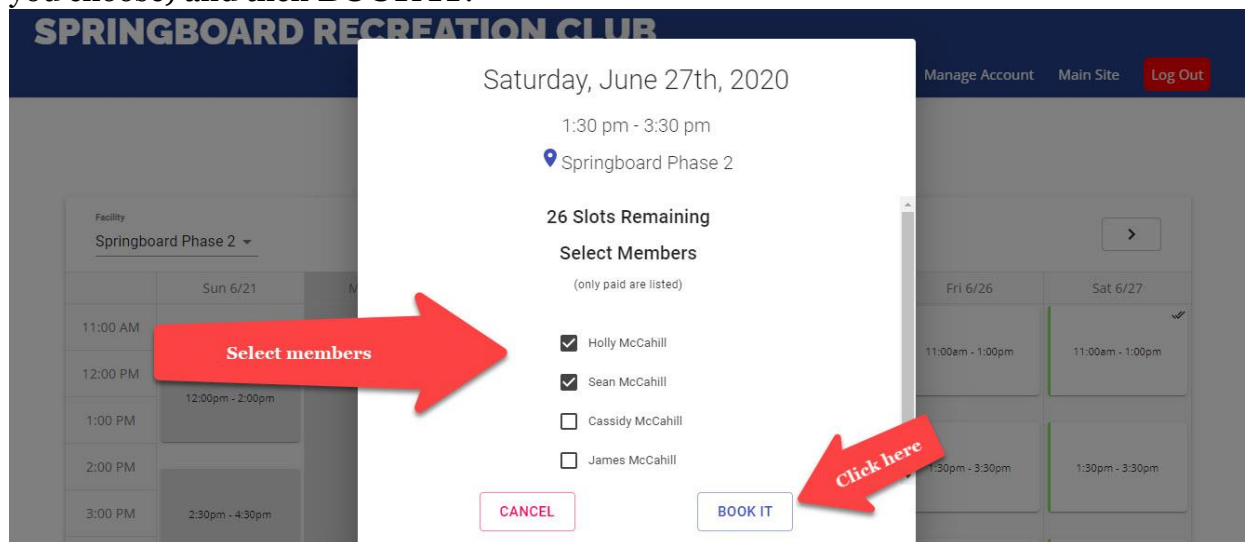
Facility
Springboard Phase 2

SELECT A WEEK

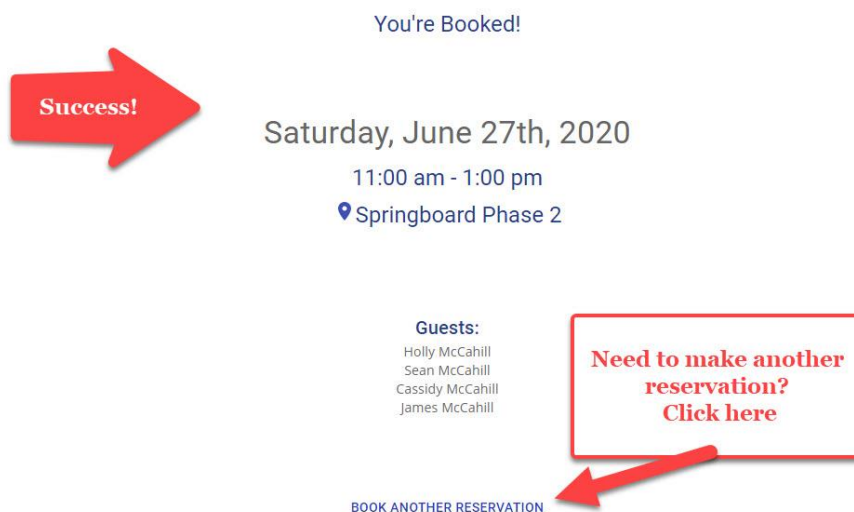
	Sun 6/21	Mon 6/22	Tue 6/23	Wed 6/24	Thu 6/25	Fri 6/26	Sat 6/27
11:00 AM					11:00am - 1:00pm	11:00am - 1:00pm	11:00am - 1:00pm
12:00 PM							
1:00 PM	12:00pm - 2:00pm						
2:00 PM					1:30pm - 3:30pm	1:30pm - 3:30pm	1:30pm - 3:30pm
3:00 PM	2:30pm - 4:30pm						

Choose a day and time

5. Next the screen below appears, and you must **CLICK** on your name (and family members if you choose) and then **BOOK IT**.



6. It will ask if you want to book another appointment, so don't worry if you want to make a few reservations, you can do that in one sitting without logging out.



7. Once you have reserved what you want, you can review your reservations in your member account across the top of the blue menu bar in "Reservations". There, you can view and cancel your reservation, right in your member account.