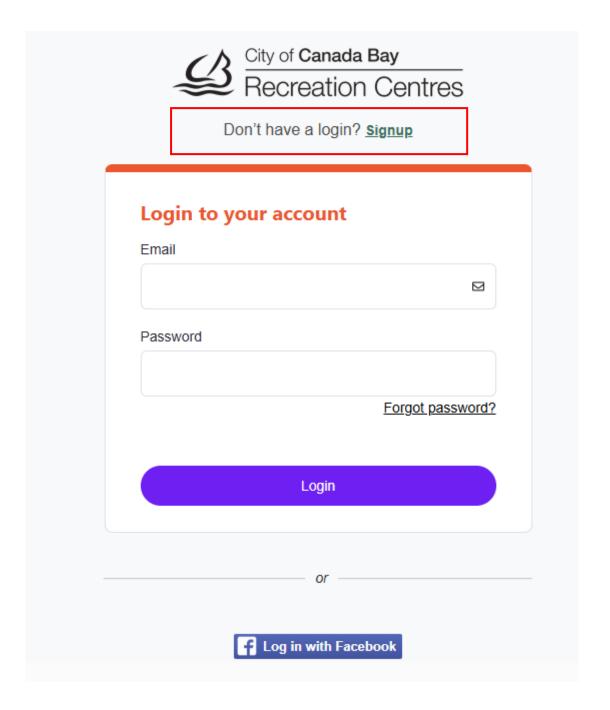


City of Canada Bay Recreation Centre Signup Guide

Booking Guide on pg.4

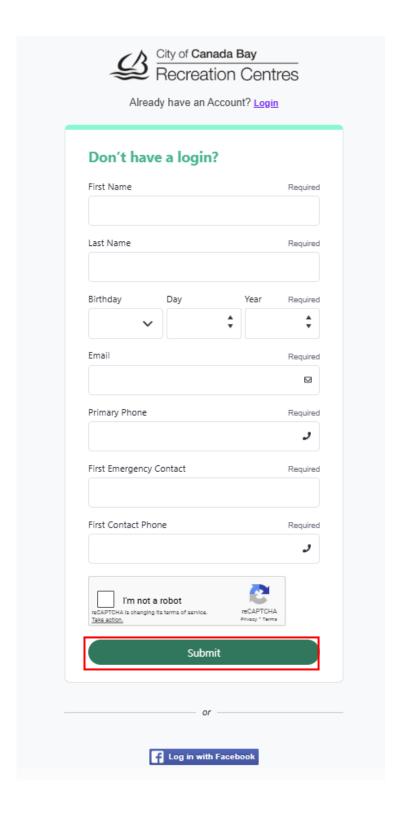
Step 1: To create an account with the City of Canada Bay Recreation Centres and access our booking portal click <u>here</u>.

Step 2: Select the Signup link on the top of the login page





Step 3: Fill out the form, ensuring that all details are correct, then click submit.



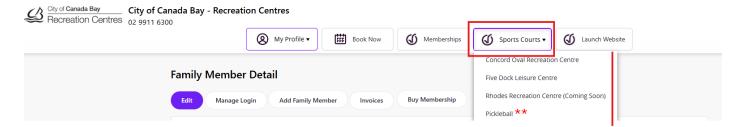


City of Canada Bay Recreation Centre Online Booking Guide

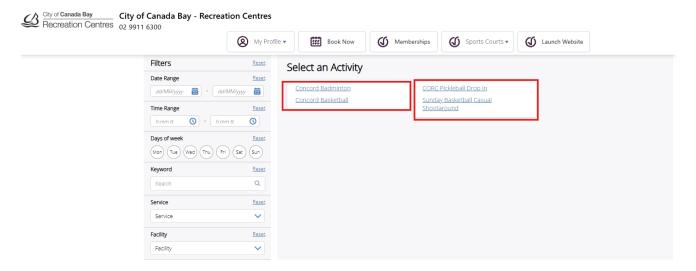
Step 1: Once you have logged into your account*, hover over "Sports Courts" and click on the desired location.

*Please see above guide

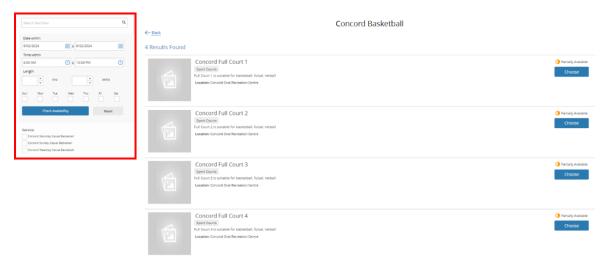
** Pickleball is only available at Concord Oval Recreation Centre (CORC) and Rhodes Recreation Centre (RRC)



Step 2: Select the activity you would like to book.



Step 3: Please select your preferred booking date and time using the filters on the right-hand side and click "Check Availability" once completed. From here, please select your desired court from the available options that appear. If you have selected Court 1, the future steps will only show Court 1's availability. If you would like to check another court's availability, please repeat Step 3 onwards whilst selecting a different court.

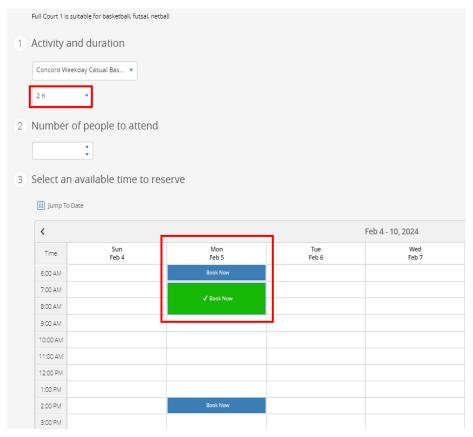




Step 4: Once you have selected your desired court, our available booking times will appear. Whilst on this page, please ensure the correct "Activity and Duration" tab is selected. E.g. "Concord Saturday Casual Basketball" will display our Saturday availability, "Concord Sunday Casual Basketball" will display our Sunday availability and "Concord Weekday Casual Basketball" will display our weekday availability. Please note that not all sports are available each day. E.g. "Concord Saturday Casual Badminton" will not appear as an option to select as badminton is not available at Concord Oval Recreation Centre on Saturdays.

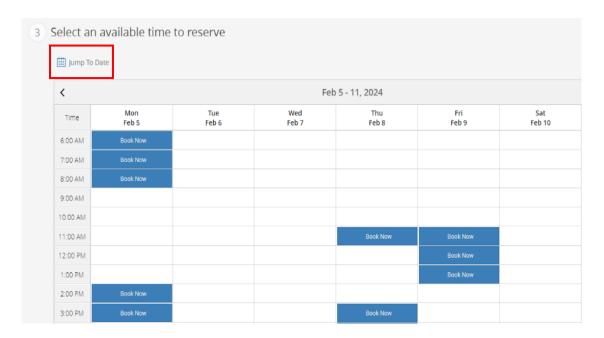
| | Back | |
|-------------|--|------------------|
| | Concord Full Court 1 | |
| | Concord Oval Recreation Centre | |
| | Full Court 1 is suitable for basketball, futsal, netball | |
| 1 | Activity and duration | |
| | Concord Weekday Casual Bas Concord Weekday Casual Basketball Concord Sunday Casual Basketball Concord Saturday Casual Basketball | |
| 2 | Number of people to attend | |
| 3 | Select an available time to reserve | |
| | iii Jump To Date | |
| | < | Feb 7 - 13, 2024 |

Step 5: If you would like a two (2) hour booking, please change the duration under "Activity and Duration". Our availability will appear in one-hour blocks, however once a time is selected, it expands into a two-hour block.

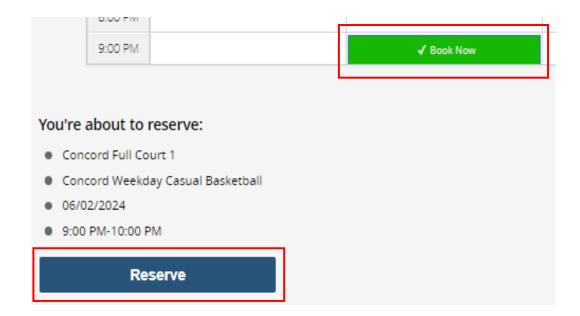




Step 6: From this page, you can also scroll through available dates up to 4 weeks in advance using the "Jump to Date" button.



Step 7: Once you have found a suitable booking time, please click "Book Now", confirm the details are correct and select "Reserve".





Step 8: Confirm which profile the booking will be made under, review and agree to our City of Canada Bay Council (CCBC) Recreation Facility Sports Court Booking Terms and Conditions and proceed to the Payment Method screen.

| | 3 Payment |
|---|--------------|
| FDLC/CORC Booking Terms and Conditions Please find the FDLC/CORC Booking Terms and Conditions HERE. | |
| ② | |
| I have read and agree to the FDLC/CORC Booking Terms and Conditions * Yes, I have read and agree to the FDLC/CORC Booking Terms and Conditions | |
| | Next |

Step 9: Complete the relevant payment details and click "Place My Order".

