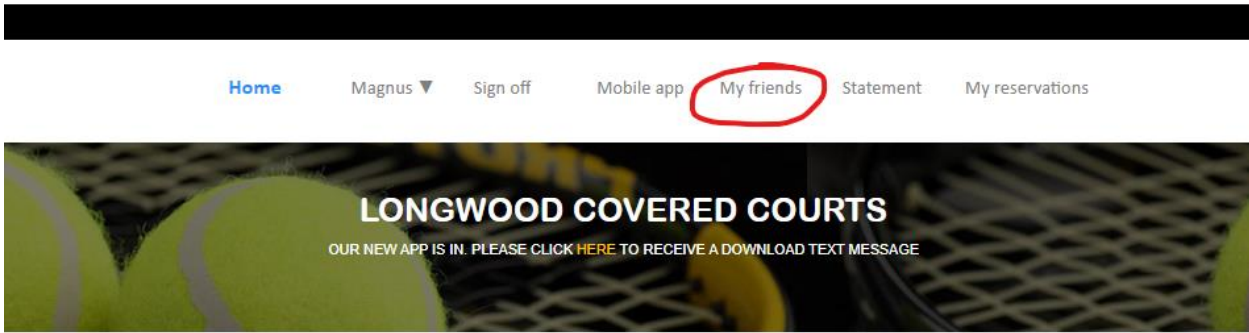


Tutorial 2: How to add a guest to my reservation

Log in to your account and click on the link My Friends



OUR SERVICES

COURT RESERVATIONS

COURT RESERVATIONS

October 2021

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
| 26 | 27 | 28 | 29 | 30 | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |

Play Time

5:00 PM

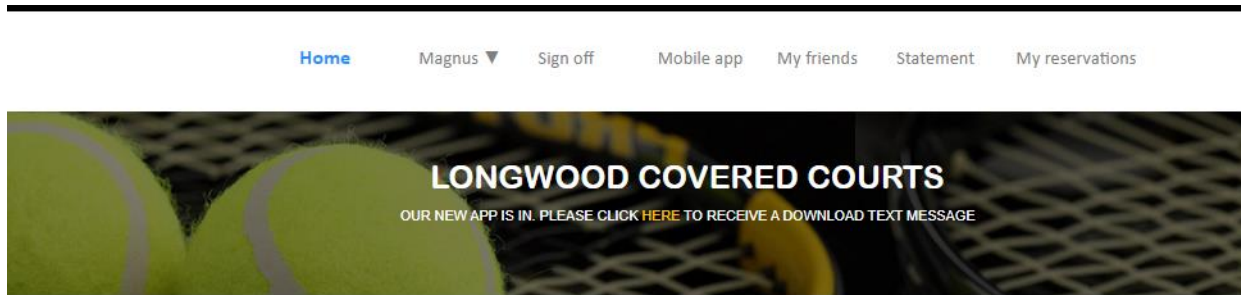
Duration

1 hour

RESERVE YOUR COURT

Click [here](#) for a global view (All times, all courts)

Click on the button Create a guest



MY FRIENDS

[My Friends List](#) (In brackets, number of times played in the last 30 days)

Your friends' list is empty

[My teams](#)

Create a team

[Search for players](#)

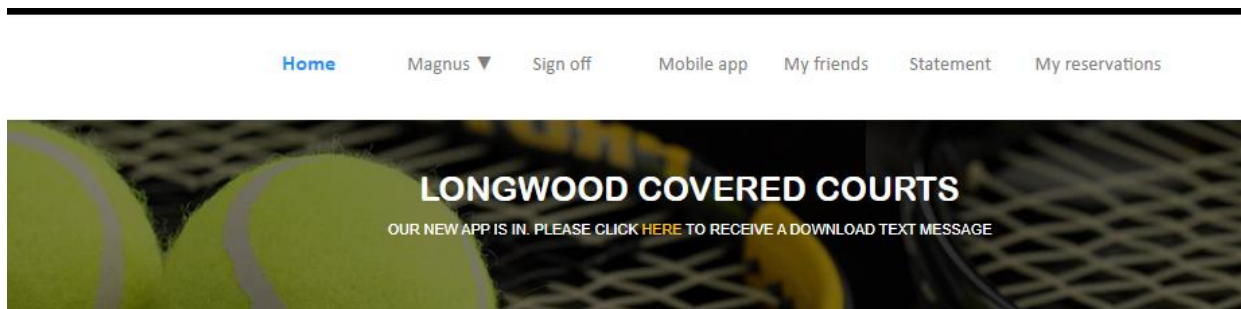
Create a guest

Enter player's last name leading letters to search database

Last name

Go

On the next screen, enter First name and Last name of your guest and click Submit. Enter your guests phone number or e-mail if you want the guest to receive the



MY FRIENDS

[My Friends List](#) (In brackets, number of times played in the last 30 days)

Magnus Nicklasson [0] [Delete](#) [Block](#)

Return

First name * Sarah

Last name * Nicklasson

Email

Cell phone Cell carrier

Notification pref. Text Email

Submit

Your guest now appears in your My Friends List on the left.

[Home](#)

Magnus ▾

[Sign off](#)

[Mobile app](#)

[My friends](#)

[Statement](#)

[My reservations](#)



MY FRIENDS

My Friends List (In brackets, number of times played in the last 30 days)

| | | | | |
|--------|------------|-----|------------------------|-----------------------|
| Magnus | Nicklasson | [0] | Delete | Block |
| Sarah | Nicklasson | [0] | Delete | Block |

My teams

[Create a team](#)

Search for players

[Create a guest](#)

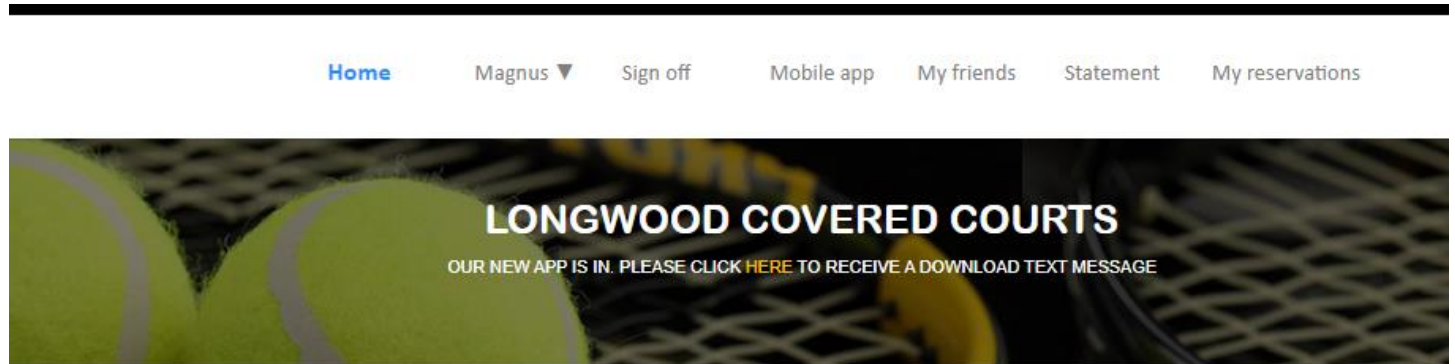
Enter player's last name leading letters to search database

Last name

[Go](#)

To reserve a court to play with your guest, just search for your guest and click Add player. Select the court and confirm your reservation on the following screen.

Guest Policy: A guest may play once/month only. Court fee and a guest fee of \$15 will be applied to the member's account. Covered Courts doesn't charge guests, we charge the member who invited the guest.



COURT RESERVATIONS

Refresh timer 09:41:49

Welcome: **Magnus Nicklasson**

Facility Longwood Covered Courts
Brookline/chestnut Hill, MA
Date: Wednesday, October 13, 2021
Time: 5:00 PM
Reserve time: 1 hour
Member? Yes
Court rates [See rates](#)

[Add family/friends \(friends list\)](#)

[Load last reserve](#)

Player 1 Magnus Nicklasson

Player 2

[Add players](#)

Select your court or click [here](#) for a global view (All times, all courts)

LE
Hard court
Indoor

----- END of Tutorial 2 -----