



AVONDALE LAWN TENNIS CLUB

How to Book a Court Online

1. Access the ClubSpark Booking System via the Avondale Website, www.avondaletennisclub.co.uk, and Click on "BOOK A COURT".
2. You will see a booking sheet for the current day, however, in order to book a court you will need to Sign In. [You may wish to Bookmark this page at this point]

ClubSpark Sign In or Register

ALTC

Book your court MAKE A BOOKING | MY BOOKINGS

Please select a court and a time when you would like to play.

Thursday 9th March View By Date Calendar < TODAY >

	Court 1	Court 2	Court 3	Court 4	Court 5	Coaching Court
09:00	🔒	🔒	🔒	🔒	🔒	🔒
09:30	🔒	🔒	ADULT DRILLS	ADULT DRILLS	🔒	🔒
10:00	🔒	🔒	ADULT IMPROVERS	ADULT IMPROVERS	🔒	🔒
10:30	🔒	🔒	ADULT IMPROVERS	ADULT IMPROVERS	🔒	🔒
11:00	🔒	🔒	ADULT IMPROVERS	ADULT IMPROVERS	🔒	🔒
11:30	🔒	🔒	ADULT IMPROVERS	ADULT IMPROVERS	🔒	🔒
12:00	🔒	🔒	🔒	🔒	🔒	🔒
12:30	🔒	🔒	🔒	🔒	🔒	🔒
13:00	🔒	🔒	🔒	🔒	🔒	🔒
13:30	🔒	BOOKING	🔒	BOOKING	🔒	🔒
14:00	🔒	🔒	🔒	🔒	🔒	🔒
14:30	🔒	🔒	🔒	🔒	🔒	🔒

3. First time users will be asked to accept the Terms and Conditions of ClubSpark and Booking Terms which are Avondale's Court Booking Rules.

Terms of use

Terms and Conditions

Please tick this box to confirm you agree to the [Terms and Conditions](#) and the [Booking Terms](#) of the venue (Avondale Tennis Club)

CONTINUE

4. "CONTINUE" will take you to the booking page for the current day (see example on following page). Any time that has lapsed in the day will be shaded grey. Any social times, league tennis, group coaching, member's booking, etc. will already be inputted.

Booking Rules Apply – Off Peak Members/Juniors will note padlocks in boxes during times they are not permitted to book courts. The last booking slot is 21:30 (not shown below).

How to Book a Court Online Continued

ClubSpark Zana Fletcher

ALTC

Book your court

MAKE A BOOKING | MY BOOKINGS

Please select a court and a time when you would like to play.

View as Member

Thursday 9th March

View By Date

	Court 1	Court 2	Court 3	Court 4	Court 5	Coaching Court
09:00						
09:30			ADULT DRILLS	ADULT DRILLS		
10:00	BOOK AT 10:00					
10:30			ADULT IMPROVERS	ADULT IMPROVERS		
11:00						
11:30			ADULT IMPROVERS	ADULT IMPROVERS		
12:00						
12:30						
13:00				SARAH JAMES		
13:30		GERALDINE KNOWLES				
14:00						
14:30						

nisClub/Booking/BookByDate#

5. Click calendar icon to select the date you wish to book a court. Click on a blank box next to your start time and under the court you wish to play on.
6. For example, Court 1, Thursday 9th March, 10.00am start has been selected. The following screen will appear.

Make a booking

Court 1: Thu 9th Mar from 10:00 until 10:30

For 30 minutes.

BOOK NOW

7. The default is to book for 30 minutes. To play for longer, click on the down arrow next to 10.00 and it will allow you to book 60 or 90 minutes (maximum).

Make a booking

Court 1: Thu 9th Mar from 10:00 until 10:30

For 30 minutes.

10:30

11:00

11:30

BOOK NOW

8. "BOOK NOW".

How to Book a Court Online Continued

The screenshot shows the ClubSpark website interface. At the top, there is a navigation bar with the ClubSpark logo on the left and the user's name 'Zana Fletcher' on the right. Below the navigation bar is the ALTC logo. A dark grey banner with a white checkmark icon contains the text 'Your booking has been confirmed.' Below this banner is a section titled 'Booking details' which contains a table with the following information:

09 March 2017	10:00 until 11:30
Court 1	Zana Fletcher

Below the table, there is a paragraph of text: 'Should you cancel your session at any point before or on the day of the booked date please remember to cancel your booking. If you have booked Court 6 please remember that this booking is provisional and may be cancelled at any time (until 6pm on the day before the booking) by a coach should the court be required for coaching. Should the booking be cancelled then an email will automatically be sent to you.' Below this text is another line of text: 'If you have any queries, please email zana.fletcher@virginmedia.com or call us on 01252614782'. At the bottom of the booking details section, there are two buttons: 'Book another court' and 'View my bookings'.

9. You can then choose to book another court or view your existing bookings.
10. All members are restricted to one court booking per day for a maximum period of 90 minutes and you may only book up to two weeks in advance. (This will be altered during competitions to allow entrants to book further in advance).
11. If you know in advance that you will no longer require your booking please remember to cancel your booking (MY BOOKINGS (top of booking page), CANCEL) from your home/phone device.
12. A booking confirmation will be sent to you via email.
13. When you are done booking your courts **remember to log** out by clicking on the down arrow next to your name at the top of the page where you will be given the option to SIGN OUT.