



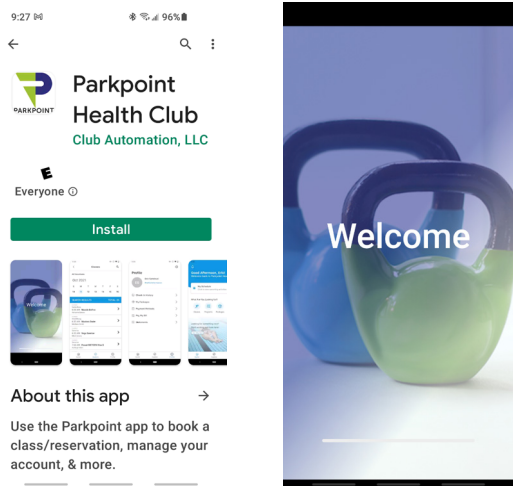
parkpoint app

BEFORE DOWNLOADING THE NEW PARKPOINT APP

1. **CREATE YOUR PROFILE IN THE ONLINE PORTAL** <https://parkpoint.clubautomation.com>
2. **UNINSTALL PREVIOUS APP FROM YOUR PHONE** (if installed)

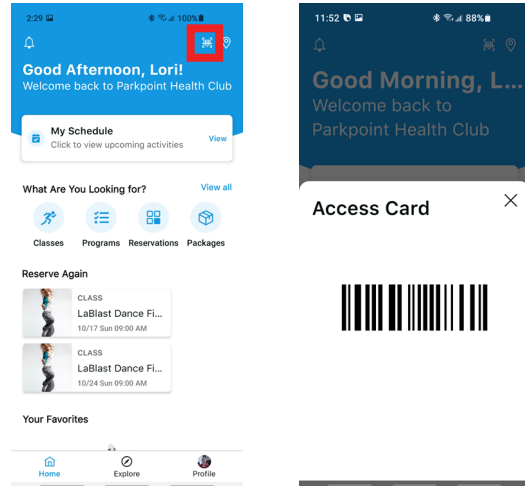
DOWNLOAD & INSTALL NEW PARKPOINT APP

Search for **Parkpoint Health Club** in your app store.



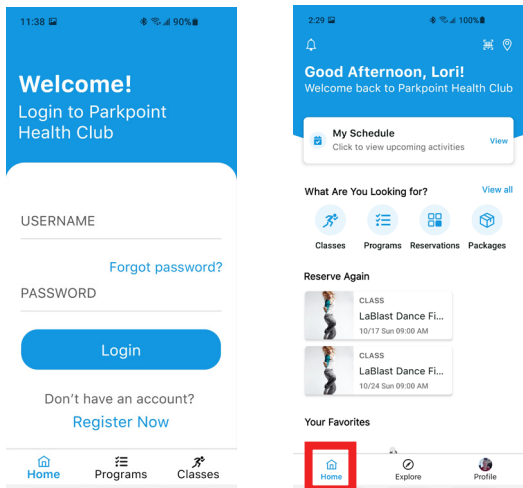
USE PHONE TO CHECK IN TO CLUB

Open & scan the **BARCODE** for contact-free club check-in.



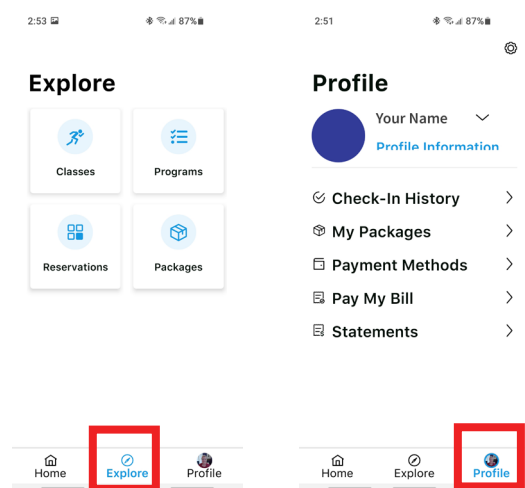
LOG IN TO THE APP

Once you have logged in using your online portal username & password, your home screen will appear.



EXPLORE & PROFILE

Use **EXPLORE** to view Classes, Programs (swim lessons, etc.), Reservations (courts, lap lanes), & Packages (personal training, Pilates training, etc.) Use **PROFILE** to view your history & financials.



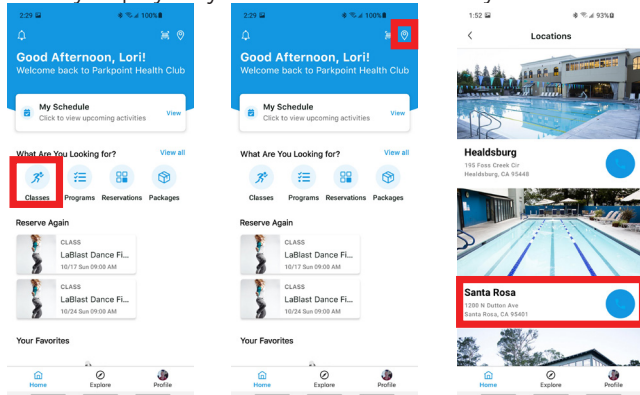
AVOID NO SHOW FEES. (1) CHECK INTO THE CLUB with your card or app **AND (2) CHECK IN TO YOUR CLASS, LAP LANE, OR COURT** at the front desk.

AVOID LATE UNREGISTRATION FEES. Unregister from a class **AT LEAST 3 HOURS** prior to class start.

booking a class

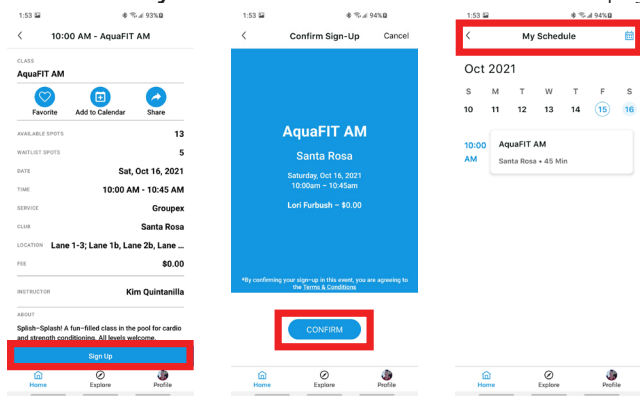
VIEW CLASSES

From the home page, click **CLASSES** to view classes for **ALL CLUBS** (below left) or click the map icon for a **SPECIFIC CLUB** (below center). Click the "heart" next to your favorite location so only those classes display from the "Classes" link on your home screen. And you can click the "heart" next to your favorite classes so they display on your home screen for easy access.



REGISTER FOR A CLASS

Select the **DATE & CLASS**, click **SIGN UP**, & **CONFIRM**. View your reservations **by date** from **MY SCHEDULE** on the home page.

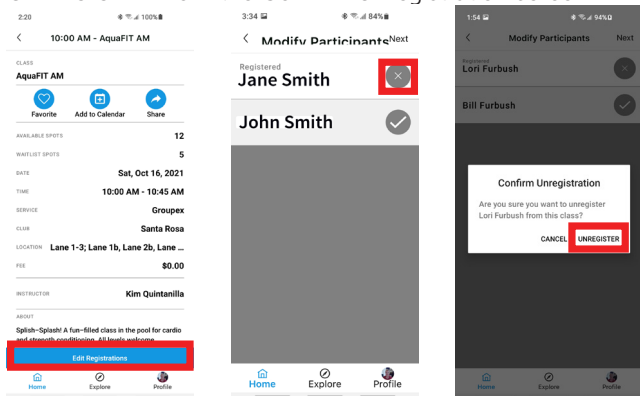


WAITLISTS

If a class is full, you can be added to the waitlist. If a space opens, you will receive an automatic email & have a 30-minute window to accept the available space before the system moves on to the next person. If you miss the window, you will need to re-register for the class to be put back on the waitlist or contact the club.

UNREGISTER FOR A CLASS

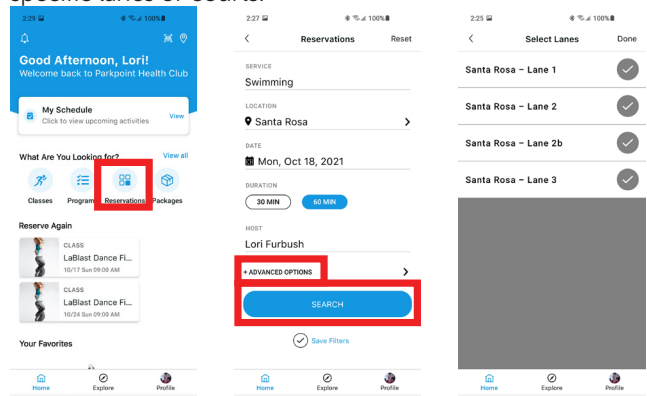
From **MY SCHEDULE**, open the **CLASS** you have registered for, click **EDIT REGISTRATIONS**, & click the **X** in the circle next to the person on your account that is Registered. Then select **UNREGISTER** from the Confirm Unregistration screen.



booking a lap lane or court

SEARCH FOR AVAILABLE LANES OR COURTS

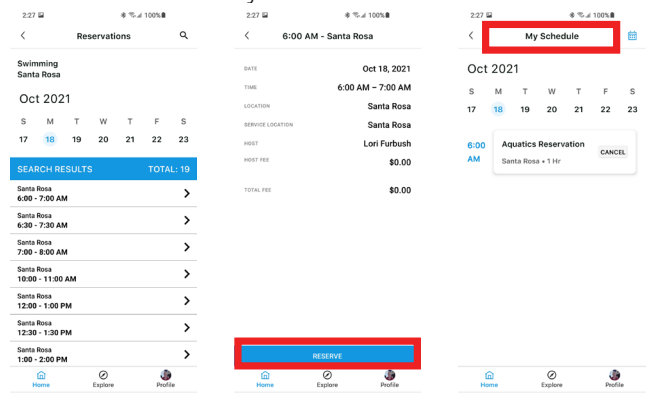
Select **RESERVATIONS** button on the home page, choose **RACQUETBALL** or **SWIMMING**, & select **LOCATION**, **DATE**, & **DURATION**. Select **ADVANCED OPTIONS** to search only for specific lanes or courts.



CHOOSE & RESERVE A LANE OR COURT

Select your **TIME** & click **RESERVE**. If you did not select a specific lane(s) or court(s) under Advanced Options, you will automatically be assigned a lane or court. View all your reservations **by date** from **MY SCHEDULE** on the home page.

NOTE: Please refer to the pool schedule to know when lap lanes are shared or individual. When searching for lap lanes, only the available times will display. If a lane or time is not displaying, it is not available or already booked.



CANCEL A LANE OR COURT RESERVATION

From **MY SCHEDULE**, click the **CANCEL** button next to the reservation. Select **YES** to confirm you want to cancel.

