

Mylor Bridge Bowling Club

Booking System Instructions (Summer Season)

- The system is primarily for green bookings, but can be used for clubhouse reservations, social events, etc.
- Before making a booking, check fixture list and list of reservations to confirm availability of the date/time you require.
- Select date from calendar. Entries can be made up to 60 days in advance.
- Time slots every 30 minutes allow you to select the one closest to your start time. Two separate bookings can be made for each time slot.
- A time slot is a start time, not a booking period and you only need one slot for each event, regardless of how many rinks.
- If reserving multiple rinks, indicate this in the details box - otherwise it will be assumed that only 1 rink is required.
- In the 'Details' box enter event info, including no. of rinks (if applicable), finish time & other relevant information.
- Press the 'Book' button. Your name and email will be automatically filled in.
- Your reservation will automatically be added to the main list, in date and time order.
- If you need to cancel a booking, use the link provided with the confirmation.
- If you fill in a non-online entry on the notice board, ensure you have arranged transfer on to the website.
- If booking on behalf of another member, indicate this in the notes, as the booking is registered to the member who made it.
- Players who have booked have priority over those who have not.
- Greenkeeper – see fixture list and bookings list for purpose of allocating rink numbers.