

Dear Club Members,

It is now possible to pay guest fees via the club's **booking website, unfortunately this feature is not yet available with the Clubspark App**. The system uses the Clubspark booking website and can be found under "Playing Tennis/Book a Court" from the Club website – see below for step-by-step instructions.

Linkside's guest fee is £5 per guest per day. Guests are allowed to play twice in a membership year before being required to join. Guest fees should now be made from the Linkside website using this facility.

As the Clubspark system only facilitates for payment on an hourly basis at a rate of £5 per hour, bookings can be made in 15-minute increments (equating to £1.25 each), therefore each guest payment of £5 requires a 60 minute booking. Thus, two guests, a cost of £10 will require a booking of 2 hours, three guests £15 being 3 hours. You can then add on the remaining time you wish to play for with a free booking in the normal way (the total booked time should not exceed 3hrs).

Step-by-step instructions:

1. Go to the Linkside website, go to the "playing tennis" page and click on "book a court"



2. Login using your LTA username and password
3. Select the date and time of your booking



4. Select a booking length of 1 hour per guest

5. Add participant and input the name(s) of the guest(s) first and then select guest in the dropdown next to their name.

Make a booking

Court 6  
Wednesday 31st March 2021, 09:00 to 10:00

For 1hr 0 minutes

Participants

NO Norman Olaniran  
Member

Participant

Greg

Free

Discard

6. Click 'Continue Booking', then 'Confirm and Pay' and Input payment details

Linkside Lawn Tennis Club  
Normanolaniran@aol.com

1234 1234 1234 1234

MM / YY CVC

Pay £5.00

Members and guests are **not** limited to playing for 1-hour. Subsequent concurrent bookings can be made without further payment by booking in the normal way, providing the total play time does not exceed 3 hours.

Refunds can be made up to 24 hours before the booking. Bookings made within 24 hours of original booking cannot be refunded.