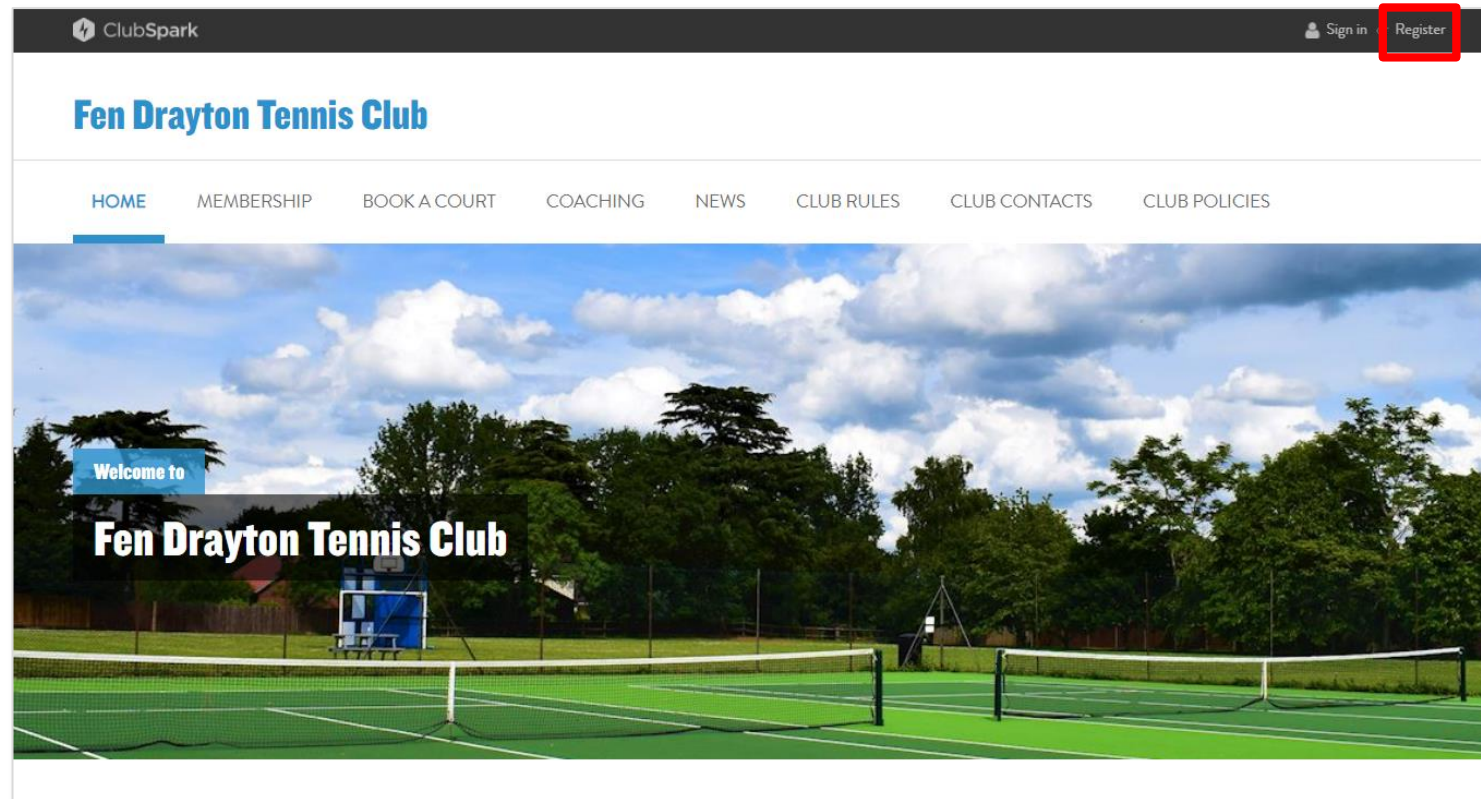




▶ Fen Drayton
Tennis Club –
**Court Booking
instructions**

Signing up for FDTC website

- To book a court it is necessary to have an account registered – to do this visit our website – www.fendraytontc.co.uk and click on *Register*



Registering your details

- To register you can create using your own personal email on the left hand side or selecting one of the options on the right hand side if you already have another account you wish to use

Already registered? [sign in](#)

Create a ClubSpark account...

First name

Last name


Email address


Confirm email address


Phone number


Date of birth

Or if you prefer, sign in with...

 LTA

 Facebook

 Google

 Microsoft

Completing your registration

- After providing your registration details, you will need to accept the T&Cs of using our website for bookings
- Next step is to confirm your contact information
- ✓ After this your registration is complete!

Terms of use
Please tick this box to confirm you agree to the [Terms and Conditions](#).

Occasionally, Shinfield Tennis Club may also use your details to:
Send you information about our offers and about offers from carefully selected third parties by post/email/SMS. Please tick this box if you do NOT want to hear about these offers.

[Continue](#)



Lia Smith [VIEW PROFILE](#)

Welcome to ClubSpark! Please check your details at Shinfield Tennis Club.

Player details

First name (Required)

Last name (Required)

Email address

Date of birth

Gender Male Female

British Tennis Number

Contact details

Address 1

Address 2

Address 3

Town

County

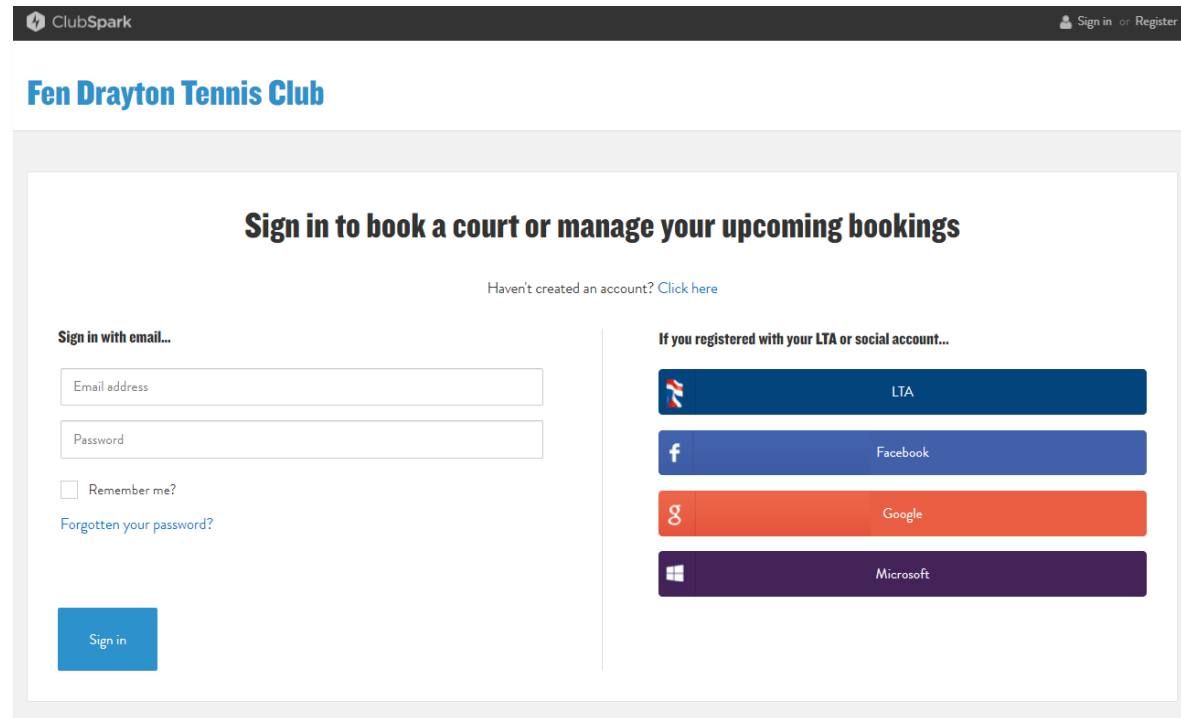
Postcode

Phone number

Please add your British Tennis Number if you have one!

Booking after registration

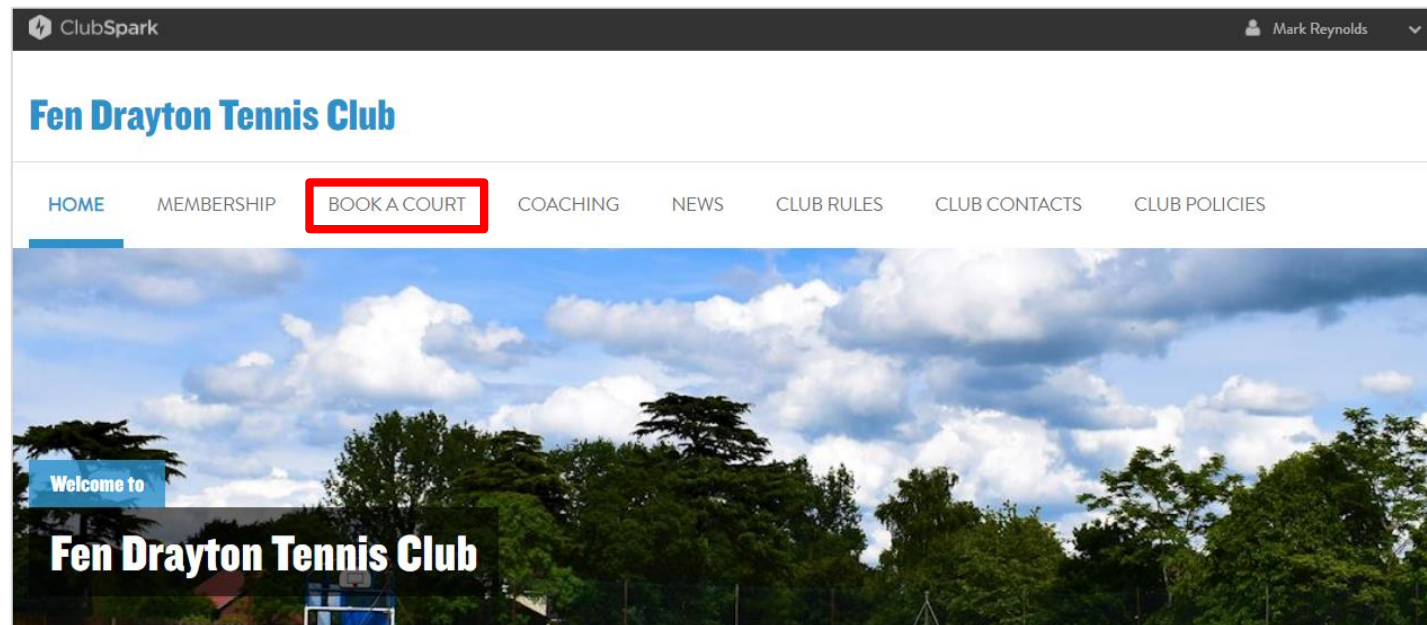
- To book a court after you have registered, click on the website *Sign In* link if not already signed in and select either the left or right hand side option depending on how you registered



The screenshot shows the ClubSpark website for Fen Drayton Tennis Club. The page title is "Sign in to book a court or manage your upcoming bookings". It features a sign-in form with fields for "Email address" and "Password", a "Remember me?" checkbox, and a "Forgotten your password?" link. Below the form is a blue "Sign in" button. To the right, there are four social login options: LTA, Facebook, Google, and Microsoft, each with its respective logo and a colored button.

Where to book on the website

- To book a court select the option for *Book a Court* on the website



The booking view

- From the booking view you will be able to see the courts that can be booked and their availability
- Use the buttons highlighted to select a different day

Make a Court Booking MAKE A BOOKING | MY BOOKINGS

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

Tuesday 19th May View By Date Calendar < TODAY >

	Court 1 Full, Outdoor, Non-floodlit, Tarmac	Court 2 Full, Outdoor, Non-floodlit, Tarmac
07:00		
08:00		
09:00	£5.00	
10:00	£5.00	
11:00		

The cost for the booking is indicated in the slot – for members this will be empty as there is no cost to book

The lock symbol shows non-members they cannot book this time – public access is limited to fixed times during the day

Booking for members

- Member booking for courts is made with these simple steps

	Court 1 Full, Outdoor, Non-floodlit, Tarmac
07:00	
08:00	
09:00	BOOK AT 09:00
10:00	
11:00	

Make a booking

Court 1: Mon 18th May from 09:00 until 10:00 ▾

⌚ For 60 minutes.

Category: Booking ▾

Contact: Mark Reynolds - [Clear](#)

Send email confirmation:

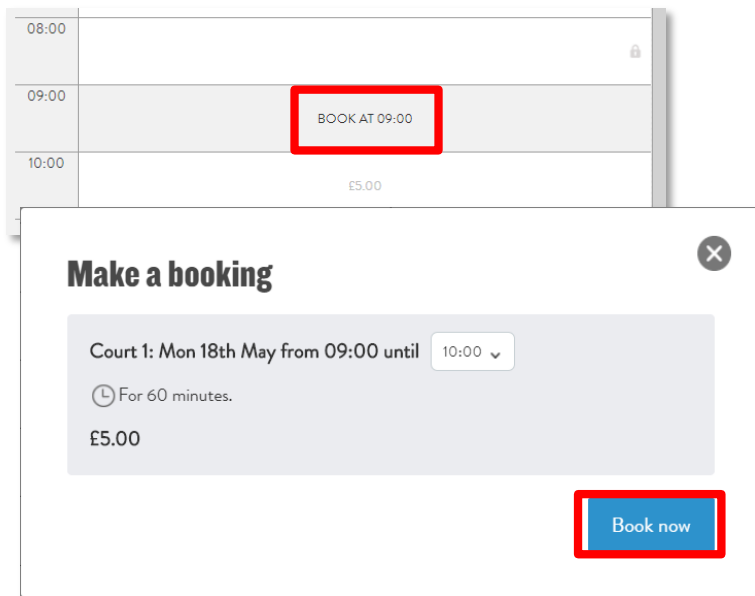
[Advanced options](#)

Book now

Non-members payment

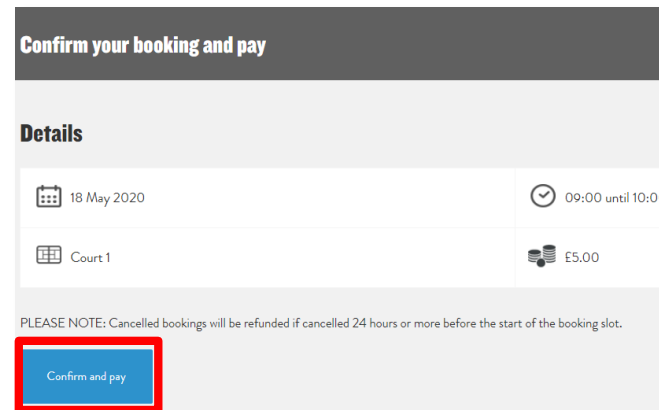
- Non-member payment for the court is made in these simple steps

1 Select



The screenshot shows a booking interface with a grid of time slots. The 09:00 slot is highlighted with a red box and contains the text 'BOOK AT 09:00'. Below the grid, a 'Make a booking' modal is displayed. The modal shows 'Court 1: Mon 18th May from 09:00 until 10:00' and '£5.00'. A red box highlights the 'Book now' button at the bottom right of the modal.

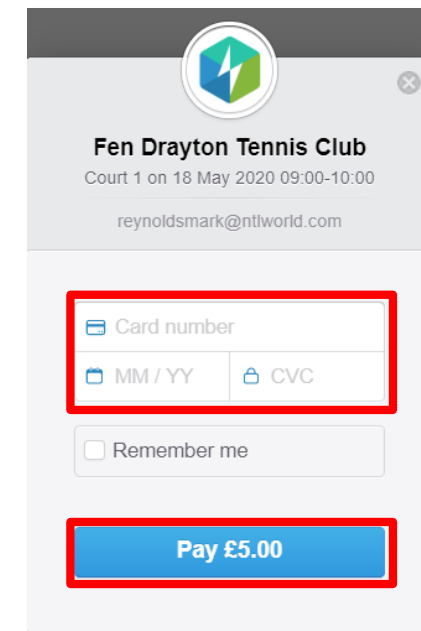
2 Confirm



The screenshot shows the 'Confirm your booking and pay' page. It displays booking details: '18 May 2020', '09:00 until 10:00', 'Court 1', and '£5.00'. A red box highlights the 'Confirm and pay' button at the bottom.

NOTE: To enable Members to pay only £5 per Guest per booking, the website has been configured to allow bookings in 1 hour slots for a maximum of 2 x 1 hour slots per day

3 Pay



The screenshot shows the payment page for Fen Drayton Tennis Club. It displays the club name, booking details, and a payment form. The payment form includes fields for 'Card number', 'MM / YY', and 'CVC', all highlighted with red boxes. A 'Remember me' checkbox is also present. At the bottom, a red box highlights the 'Pay £5.00' button.

Booking confirmation

- Details of your booking are confirmed and a confirmation email received
- **IMPORTANT:** Please ensure you have the latest combination for the gate lock!

✓ Your booking has been confirmed.

Booking

18 May 2020	09:00 until 10:00
Court 1	None
Mark Reynolds	XXXXXXXXXX

Thank you for completing your booking to play on our courts.

The court is available for you to use according to the times booked. The courts are numbered so please ensure you play on the correct court.

Please ensure you lock the gate if you are the last person to leave the courts. To access the courts you will need to use the following code on the lock **XXXX**

Enjoy your game and we hope to see you again soon!

If you have any queries, please email fendraytontennis@gmail.com or call us on 01954231752

The gate combination will be shown here & will be changed regularly so you must always ensure to book to get the latest combination number

After making your booking

- Details of your booking can be seen in the booking view
- By clicking on your booking you can amend or cancel the booking

Make a Court Booking MAKE A BOOKING | MY BOOKINGS

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

Monday 18th May

	Court 1 Full, Outdoor, Non-floodlit, Tarmac	
07:00		
08:00		
09:00	MARK REYNOLDS	
10:00		

Booking

Category: Booking

2020-05-18

09:00 - 10:00

Court 1

Mark Reynolds

Edit booking Cancel booking

View all your bookings

- You can find a summary of all your existing bookings by selecting *My Bookings*
- This is also where you can cancel any bookings you may no longer need*

Make a Court Booking

MAKE A BOOKING | **MY BOOKINGS**

View as Administrator

View By Date

Thursday 14th May

Your profile

- Your details
- Your bookings**
- Your courses
- Your memberships
- Sign out

Your bookings

Your upcoming bookings at Fen Drayton Tennis Club.

Single bookings | Advanced bookings

Date	Time	Court	Payment method	Cost	
18/05/2020	09:00 - 10:00	Court 1	None	FREE	Cancel

Book a court
Check availability online

* Any payments for non-member bookings will be refunded if cancelled with more than 24 hours notice of the booked slot

Pay for a Guest

- Members are able to have Guests playing with them and to pay the Guest fee
- Simply add the name of the Guest as an additional participant to your booking

1 **Make a booking**

Court 2
Wednesday 15th July 2020, 20:00 to 21:00
For 1hr 0 minutes

Participants

MR Mark Reynolds
Member

+ Add participant

Free

2 **Make a booking**

For 1hr 0 minutes

Participants

MR Mark Reynolds
Member

Participant

A Guest

Save Cancel

Free

Discard Continue booking

3 **Make a booking**

Wednesday 15th July 2020, 20:00 to 21:00
For 1hr 0 minutes

Participants

MR Mark Reynolds
Member

AG A Guest
Guest

+ Add participant

Total £0.00

Discard **Continue booking**

4 **Make a booking**

Booking details **£5.00**

Court 2
15 July 2020 20:00 - 21:00

Main contact
Mark Reynolds (Member)
Email address
reynoldsmark@btinternet.com

Participants
A Guest (Guest)

Payment details

TOTAL COST £5.00
Show more

PLEASE NOTE: As it is less than 24 hours before the start of the booking slot, a refund will not be possible if the booking is cancelled.

Confirm and pay

NOTE: To enable Members to pay only £5 per Guest per booking, the website has been configured to allow bookings in 1 hour slots for a maximum of 2 x 1 hour slots per day

Support

- In case you have any queries or need help, please email us at: fendraytontennis@gmail.com
- You can also find us on Facebook - <https://www.facebook.com/fendraytontennis/>
- FB users can “Follow” the page to get updates on any news and info we publish
- Find the page by searching [@fendraytontennis](https://www.facebook.com/fendraytontennis/)

