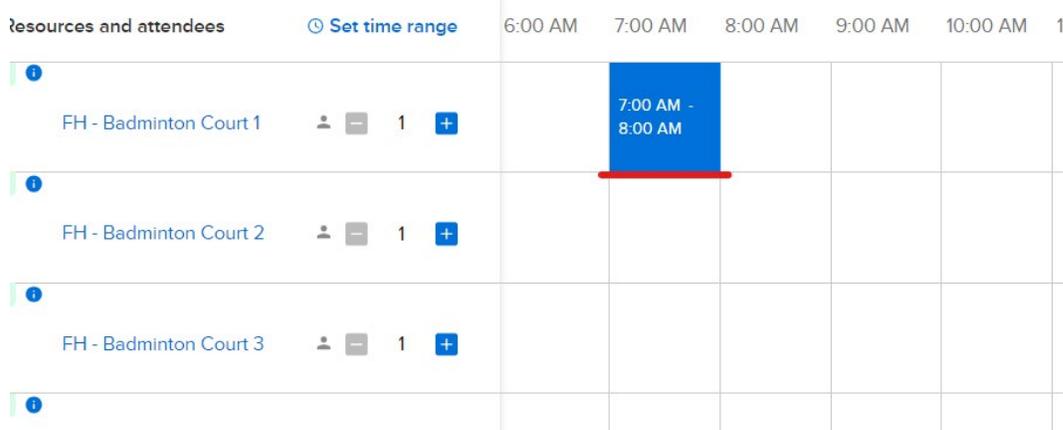


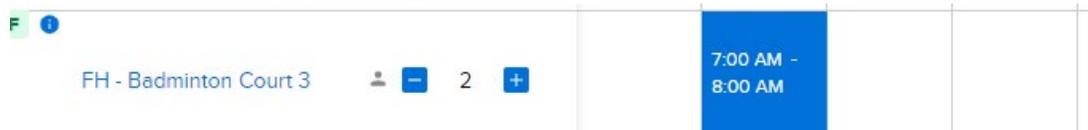
1. Create a Regina Recreation Account. Use the Add Family Member link to add any additional family members to your account. Court bookings can be made on behalf of individuals under 13 years of age if they are listed on your account.
2. Once your account is created, log in and select Fieldhouse Court Rentals tab.



3. Select the type of court you'd like to book – Tennis or Badminton.
4. Read through the court guidelines.
5. At the bottom of the screen, you will see the reservation screen. Begin your booking by selecting the time and date by clicking on the corresponding space. The light grey boxes are not available to book.  
\*Note: to change the time, you would just click in the box you selected to unselect.



6. Adjust the number of players using the + and – buttons



7. Click **Continue** in the bottom right corner.
8. Add an event name.
9. Fill out the full name(s) and phone number(s) of additional players.
10. Read the Court User Guidelines Non-Compliance of Court User Guidelines and check boxes.
11. Review the information and click **Reserve**.
12. Review the information and click **Finish**.
13. If payment is required click **Check Out**, enter the payment information, and click **Pay**.

Congratulations, you have booked a court!