



## Make Your Court Reservations Online!!

### Here's how:

1. Go to: [web.foretees.com/jonathanslanding](http://web.foretees.com/jonathanslanding)  
[Login:](#)    \_ \_ \_ \_ \_  
(Primary Member: Membership #      Secondary/Spouse: Membership # + A)  
[Password:](#)    \_ \_ \_ \_ \_ (your last name - lowercase)

### To Change or Update your E-mail Preferences:

1. **E-mail Address:** Go to the **Settings** tab to **confirm or enter your email address**. You will then receive automatic e-mail confirmations of your court reservations as well as correspondence from the Racquets Shop about upcoming events, court conditions, match results and Racquets Shop sales.

### To Make a Court Reservation:

1. Go to the **Reservations** tab and select **Make, Change, or View Reservations**.
2. Click the day you want to play. (Green dates are the days that are available to make a court reservation. The dates in black are "view only" reservation sheets for planning purposes).
3. For **Individual** court reservations, click on the time that you want to play on an open court highlighted in green.
4. Select the **length of time** for your reservation.
5. **Add players** by entering names of your group.
6. **Submit** request.

**Note:** At least one Member's name must be in the first player position of each court booking, and you can't have the same Member's name more than once.

**Submitting Your Court Reservation to the Court Sheet:** Once you have created your reservation as you want it represented on the court sheet, click the **Submit** button. **As soon as you Submit your reservation, an e-mail is automatically sent to all Members on the reservation, notifying them who made the reservation, the day and time and who is on the reservation.** Again, it is very important to put your correct e-mail address in the system so you can be notified of reservations and time changes. *Automatic e-mail confirmations can only be sent to Club Members with their correct e-mail in the system.*

**Canceling an Entire Court Reservation:** Go to the **Reservations** tab and select **Make, Change, or View Reservations**. Select the day you would like to cancel. Click on the time of your reservation. Once on the **ForeTees Member Reservation** page click on the **Cancel ENTIRE Reservation** button at the bottom of the box. Clicking this button cancels **EVERYBODY** from this time. Again, everyone who was on the canceled time will receive an e-mail notification that you canceled the entire time.

**If you have any questions, please call the Racquets Shop**  
**561-747-2003**