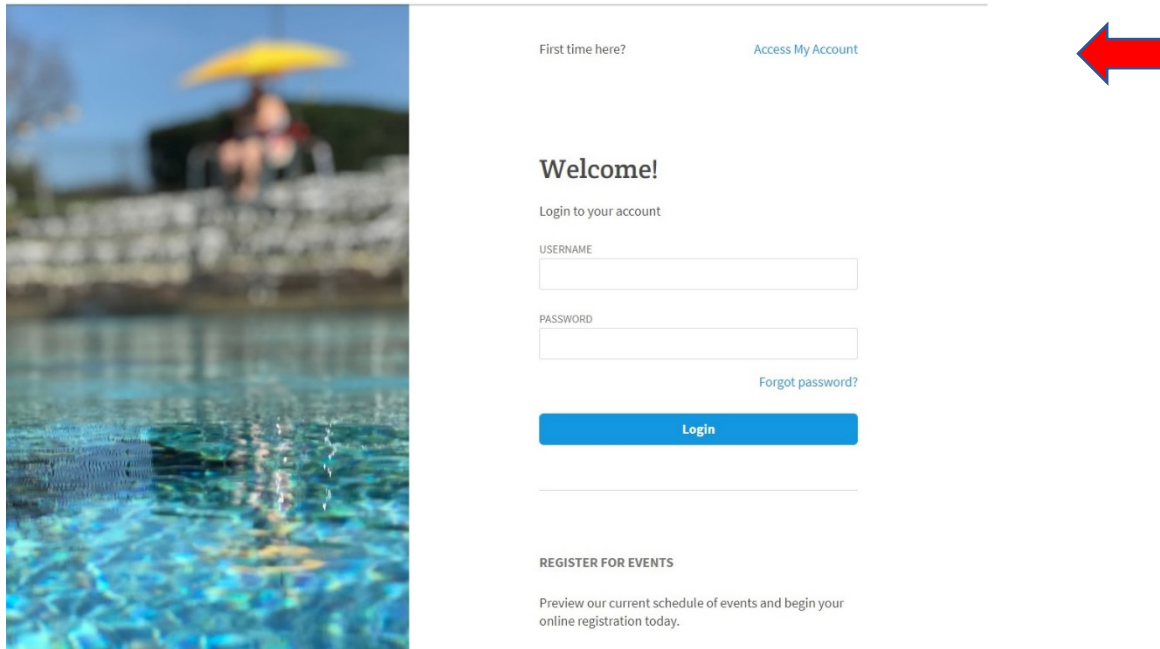




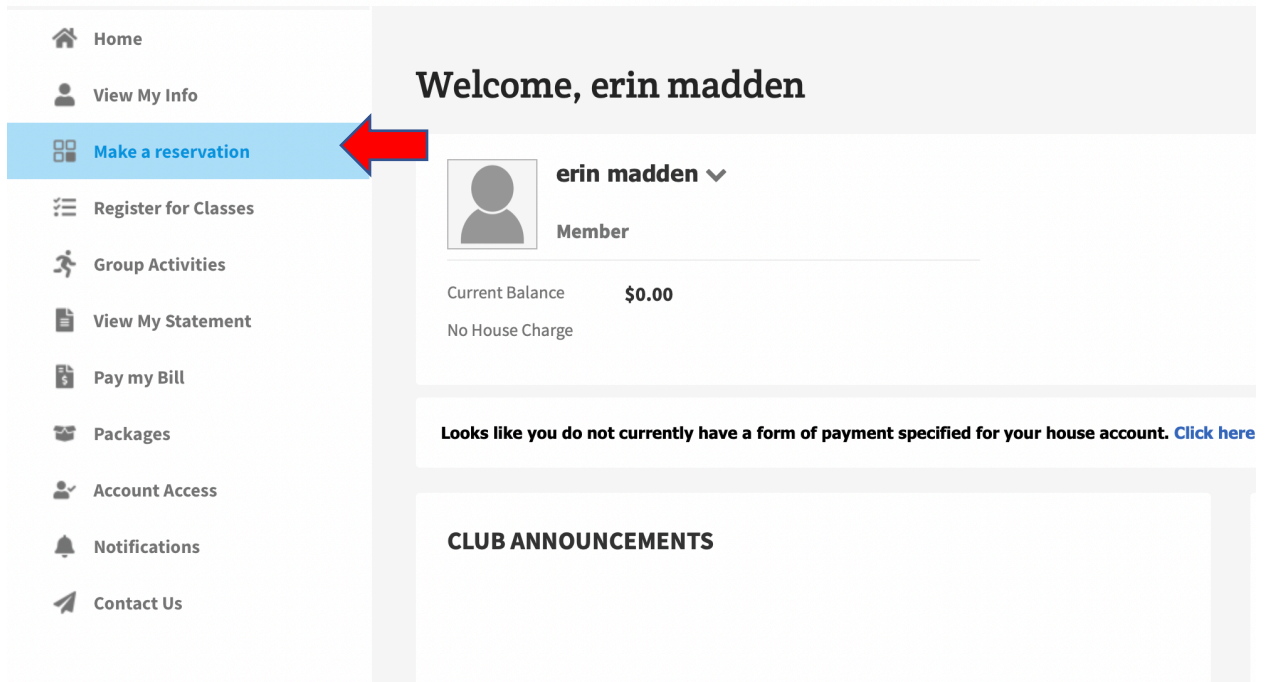
# Circle C Aquatics

## Lane Reservation Online Walkthrough

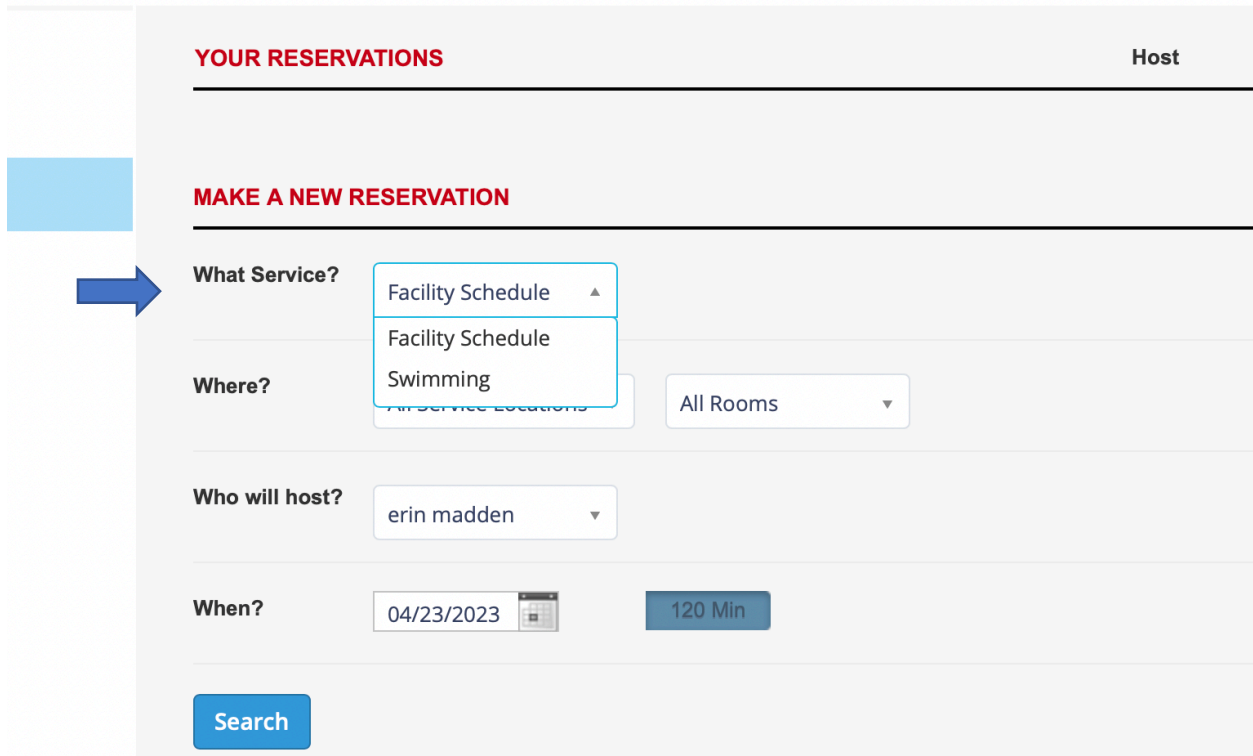
**Step 1:** Log into your pool account at <https://circlec.clubautomation.com>. If this is your first time logging into your pool account, click **“Access My Account”** in the top right. If you have logged in before, enter your username and password.



**Step 2:** Once logged in, click **“Make a Reservation”** on the left.



**Step 3:** Under What Service?, click Swimming.



**YOUR RESERVATIONS** Host

---

**MAKE A NEW RESERVATION**

**What Service?**  ▲

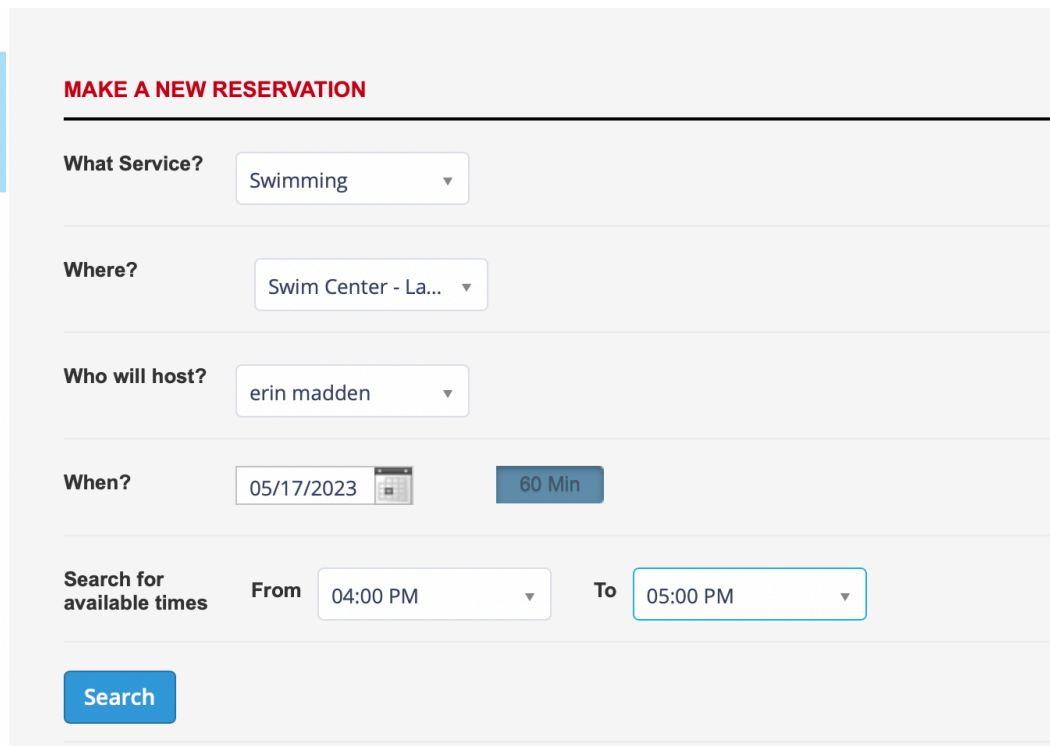
**Where?**   ▼

**Who will host?**  ▼

**When?**

**Step 4:** Complete the Make a New Reservation section:

- Under Where, select the lane you would like to reserve.
- Keep your name as the host if you are reserving for yourself
- Select the date and time of the reservation.
- Click Search.



**MAKE A NEW RESERVATION**

**What Service?**  ▼

**Where?**  ▼

**Who will host?**  ▼

**When?**

**Search for available times** **From**  ▼ **To**  ▼

**Step 4:**  
Click on the reservation time.

### MAKE A NEW RESERVATION

---

**What Service?**

---

**Where?**

---

**Who will host?**

---

**When?**

---

**Search for available times** **From**  **To**

---

---

**Pick a Time**

**Step 5:** Click Confirm to confirm your reservation

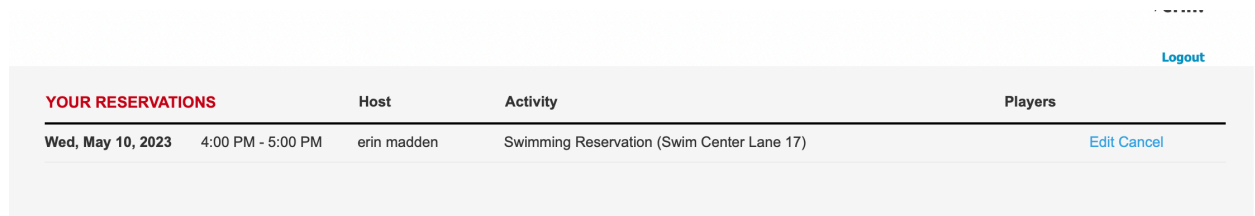
#### Confirm Reservation

**Day/Time:** Wed 4:00PM-5:00PM  
**Location:** Swim Center  
**Event Date:** 05/17/2023

The following members will be invoiced for the reservation:

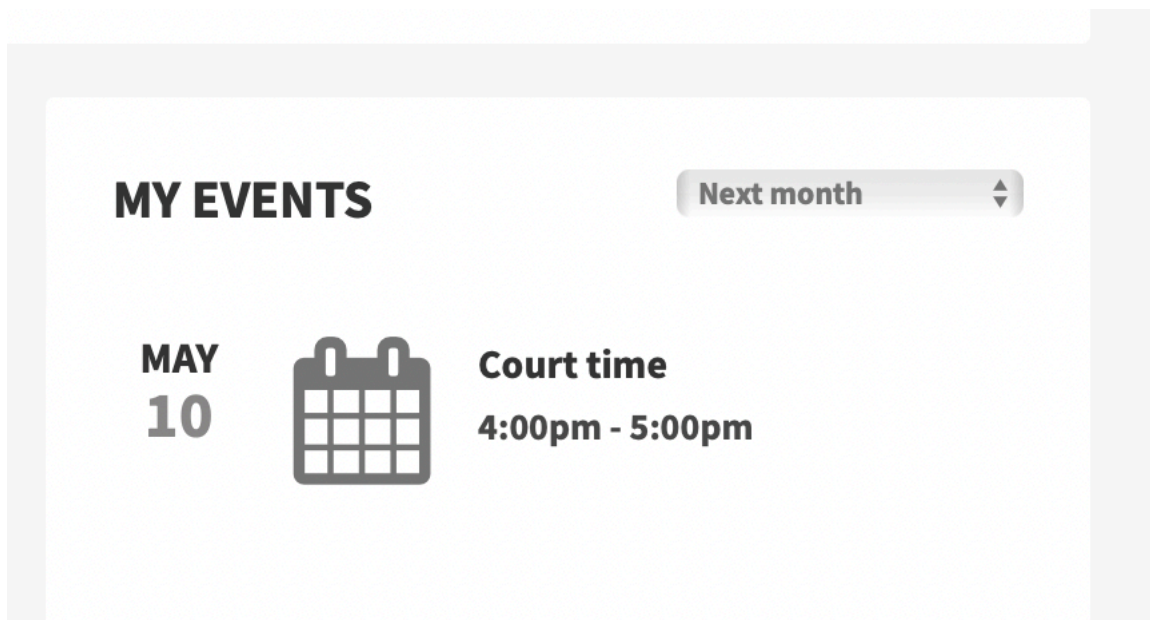
No photo	<b>erin madden</b> No Invoice
----------	----------------------------------

**Step 6:** To view your lane reservation, click on Make a Reservation. This will show your lane reservation as a Swimming Reservation, with the lane number, date and time.




<b>YOUR RESERVATIONS</b>					<a href="#">Logout</a>
		Host	Activity		Players
Wed, May 10, 2023	4:00 PM - 5:00 PM	erin madden	Swimming Reservation (Swim Center Lane 17)	<a href="#">Edit</a>	<a href="#">Cancel</a>

You can also view your lane reservation on your home page by clicking My Reservations. This will show your lane reservation as Court Time.



**MY EVENTS** Next month

**MAY 10**  **Court time**  
**4:00pm - 5:00pm**