

## HOW TO MAKE AN ONLINE RESERVATION

### POOL LANES & COURTS

*Registration for pool lanes begins 3 days in advance at 6:55am for members, and 1 day in advance at 6:55am for non-members, beginning January 4, 2021.*

*Reservations for tennis courts begin at 7:30am 3 days in advance.*

1. Select "Member Login" from our [www.edgevt.com](http://www.edgevt.com) homepage.
2. Log in with your username and password.
3. Select "Booking Reservations"
4. Be sure to select the correct location, then select the service you would like to reserve.

#### *If using an Android or PC computer:*

- Select the date and duration for when you would like to play or swim and click "Continue"
- Select your preferred Court or Swim Lane (or leave all selected if you have no preference), and click "search"
- Scroll down to choose a lane or court and time that works best for you and click "Add to Cart"
- Complete payment (if applicable) and reservation. You will receive a confirmation email from [info@edgevt.com](mailto:info@edgevt.com).

#### *If using an Apple product (iPhone, iPad, or Mac):*

- Select the duration and click "Continue." The date will appear greyed out on today's date. If you wish to reserve for a future date, still click "Continue." You can update the date on the next step.
- Select your preferred Court or Swim Lane (or leave all selected if you have no preference), and click "Search"
- Scroll down, and click on "Calendar View" on the right hand side. If you wish to reserve for a time other than today's date, use the black arrow on the right side of the date to adjust to the desired day.
- Choose a lane or court and time that works best for you and click "Add to Cart."
- Complete payment (if applicable) and reservation. You will receive a confirmation email from [info@edgevt.com](mailto:info@edgevt.com).

### GROUP FITNESS CLASSES

*Registration for all group fitness classes begins 3 days in advance at 11:00am for members, and 2 days in advance at 11:00am for non-members.*

1. Select "Member Login" from our [www.edgevt.com](http://www.edgevt.com) homepage.
2. Log in with your username and password.
3. Select "Classes/Clinics"
4. Be sure to select the correct location, then navigate to the class you would like to take and select it.
5. Select "Enroll"

6. Select "Register." You should receive an email confirmation from [info@edgevt.com](mailto:info@edgevt.com).

### FITNESS CENTER RESERVATIONS

*Registration for all fitness center reservations begins 3 days in advance at 5:00am for members, and 24 hours in advance for non-members.*

1. Select "Member Login" from our [www.edgevt.com](http://www.edgevt.com) homepage.
2. Log in with your username and password.
3. Select "Classes/Clinics"
4. Be sure to select the correct location, then navigate to the desired time slot and select "Fitness Center Reservation"
5. Select "Enroll"
6. Select "Register." You should receive an email confirmation from [info@edgevt.com](mailto:info@edgevt.com).

### CANCELLATIONS

1. Select "Member Login" from our [www.edgevt.com](http://www.edgevt.com) homepage.
2. Log in with your username and password.
3. Select "Account Information"
4. Select "Reservation Report"
5. Select the date, find the reservation you are looking to cancel, and select "Cancel."

\*If you need assistance with your username and password, please contact [anniem@edgevt.com](mailto:anniem@edgevt.com).

