

## **Convenient Online Reservation System for Y Members**

Due to equipment needs, some classes require a reservation. For those classes, you can reserve your spot daily up to 24 hours prior to the time slot you wish to select.

- **Step 1:** Click on the Group Exercise button above and find the offering/class that you want to reserve.
- **Step 2:** Click the **Sign Up** button.
- **Step 3:** Choose Log In, Register Now, or Forgot Password and follow the prompts.
- **Step 4:** This page will show you how many spots are available. To reserve your spot, select **Reserve a Spot**. You will receive an email confirmation.
- **Step 4:** Always Log Out, especially if on a public device.

**NOTE:** If you are placed on the wait-list, you will receive an email if you receive a spot in the activity. If you can no longer attend the activity, please be respectful of other participants and remove yourself from the roster by logging back in and selecting **Cancel Reservation**. If you reserve your spot and are more than 5 minutes late for the activity, you will forfeit your spot.

If you need assistance reserving your spot in an activity, please call the location of your reservation or stop by the Front Desk.