

Practice Ice & Coaching Info. & Instructions

- 1. Practice Ice times are based on ice and staff availability. During the season, practice ice time is available on Monday nights and Tuesday daytime. Other times will be added when ice or staff are available.
- 2. You must hold a QDCC membership or be enrolled in a QDCC league to book a time slot. Guests who want to practice with members must sign our QDCC waiver before going onto the ice.
- 3. Multiple people can practice at once and only one person needs to book the time slot. With the high demand for ice time, please try to pair up.
- 4. If you don't see a time slot available for a particular day, it may be that all the time slots are booked or ice is not available that day (eg. Thanksgiving Day). Try another sheet for available times. Sheets 3 and 4 will have the most availability.
- 5. If you have to cancel your time slot, please go back into the system to do it vs. calling or emailing the office. The Cancel link is on the email confirmation you received, so keep the email handy!
- 6. Questions? Please contact Bev Shaw, Manager, at qualicumcurling@shaw.ca.

To Book Practice or Coaching Sessions:

Click <u>HERE</u> or go to <u>www.qualicumcurling.ca</u> and click on the 'Book Practice Ice' in the TOP LEFT CORNER of the home page. It will take you directly to the booking site. You can book Practice or Coaching Sessions here.

- 1. When you arrive at the home page of the booking site, select 'BOOK'.
- 2. Select a Sheet or Coaching and then choose BOOK.
- 3. Select the Day you want to practice (available days will be in black ink vs. greyed out).
- 4. Once you select a Day, the available time slots will appear.
- 5. Select a Time Slot (only available times will appear). Don't see any times for that sheet? Click on the Club logo in the top left corner and select a different Day or Sheet.
- 6. Once you select a Sheet, Time Slot and Day, you will be directed to the Checkout page. Enter or confirm your personal information. You may be asked to create an account. If you create one, you don't have to add that information each time.
- 7. After entering your personal information, choose Book Appointment. An email will be sent to confirm your appointment. Keep this handy in case you have to cancel or change your booking.
- 8. It's recommended you stay signed into the site so that you don't have to sign in each time to book a time slot. You can also check your bookings under 'My Bookings' on the home page of the booking site.
- 9. A sheet will be posted at the Club with the daily Practice Ice Appointments in case you forget when sheet you booked.