

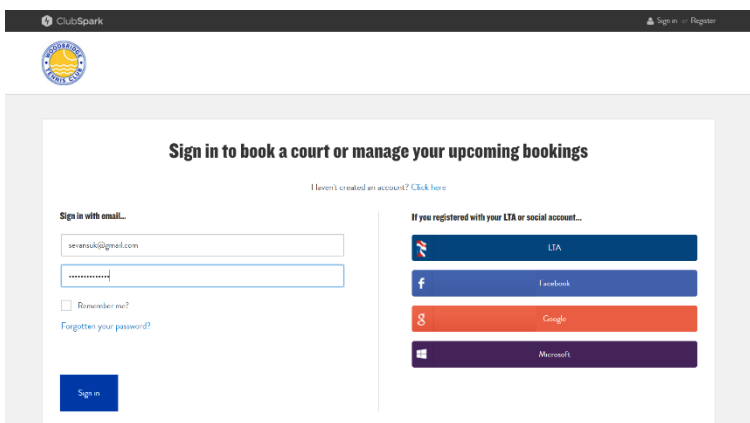
How to book a court at Woodbridge Tennis Club on ClubSpark



Step One

Visit the Woodbridge Tennis Club website at www.woodbridgetennis.org

Click on the 'Book a Court' tab at the top of the web page.

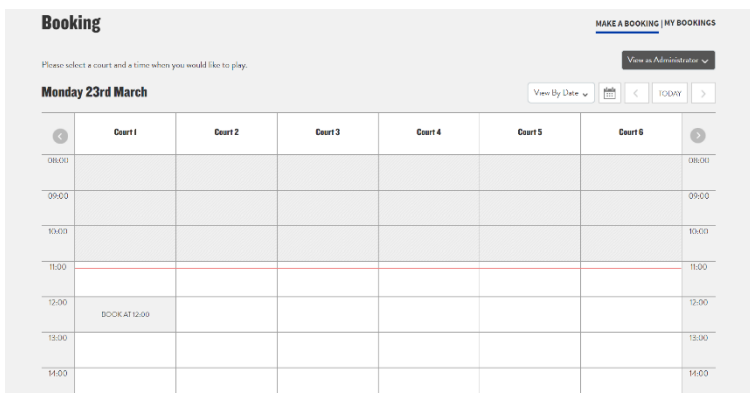


Step Two

You are now on the ClubSpark court booking system (hosted by the LTA).

Sign in with your email and password.

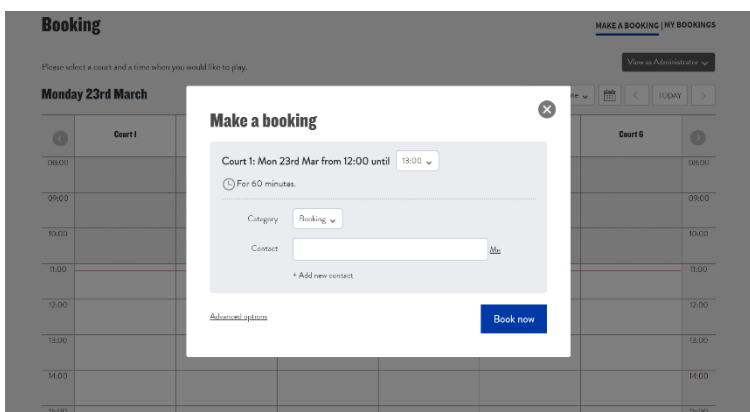
If this is your first time signing in, you will need to create a new account by clicking the link at the top of the page. You can then enrol onto the system via a link that will be sent directly to your email.



Step Three

This is the court booking homepage.

Select the **court** and the **time** that you want to book. If you want to change the date, click on the calendar icon at the top-right side of the page.



Step Four

Fill in your details to complete your booking.

You can change the duration that you wish to book the court for by clicking on the drop-down menu.

Put your name in the 'Contact' box, or alternatively simply click on the 'Me' link to autofill your details.

Click **Book Now!**

You will receive a booking confirmation email.

Note: Click on Woodbridge's logo (top-left) to go to the homepage. From here you can view/manage your bookings.

If you have any queries, please contact James Yates at spawnyyates@hotmail.com