



## SSLTC Air Dome Usage 2018-9

### Court Booking

Courts 1-7 can be booked in the normal manner 365 days a year. The following only applies to the Courts 8 & 9 whilst the Air Dome is in place, normally from 1<sup>st</sup> October to 30<sup>th</sup> April. We have two rates: Peak and Off- Peak rates per court.

<b>Peak</b>	Mon – Thurs	5pm – 10pm	£8 per 60 minutes, bookings starting on the hour*
	Sat – Sun	Opening – 4pm	
<b>Off-Peak</b>	Mon – Thurs	Opening – 5pm	£5 per 60 minutes, bookings starting on the hour*
	Friday	Opening to 10pm	
	Sat – Sun	4pm – 10pm	

\* excludes 10% discount if block booked, or light token.

### Dome Lights

Light tokens will need to be purchased separately at £5 per token as needed. Token meters for Courts 8 & 9 are on the external clubhouse wall, facing the dome entrance.

### To Book a Court

You can access the In-Zone booking system as normal via our website front page at [www.ssltc.co.uk](http://www.ssltc.co.uk) and select the court that you wish to book. If you are booking courts in the Air dome, you will go to a booking payment request screen that will confirm the amount due, and once you click on 'Make Payment' you will be redirected to the secure PayPal payment system which is external to the booking system. You will need to put in your normal card information (debit or credit card) and provide a telephone number. Once complete, take care to reply "No thanks", to the option to set up a PayPal account. You will get an acknowledgement that your booking is complete and you can click on 'Complete Booking', to be directed back to the SSLTC In-Zone site.

If you cancel your booking, currently up to one week before its start time, you will be credited with the full amount. You will cancel it in the way that you have always done, by clicking on the court in the calendar, where you will be taken to a Cancel Booking option and once this is selected you will be returned to the court booking page. This cancellation refund will appear as Members Credits in your 'My Account' section and be available for future bookings.

### To charge up your account.

You will need to do this in advance if you want to book an Air Dome court via the touch screen in the clubhouse. This might become necessary for example if you had booked an outdoor court, arrived at the club to find poor weather and wanted to move into an empty air dome court. With a topped up account you will be able to book the court from the clubhouse.

At the top of the court booking page once logged in, you will see that there is a tab 'My Account'. In this you will see details of your Members Credits and an option to top these up indicated by the green arrow. This will take you to 5 options from £10 to £50. If you select the one you want then you will be routed through PayPal for this amount again returning to 'My Account' page which should show you your new balance.

When you book with credit in 'My Account' the system will use this first. If you have not enough, it will calculate what is required then take you through PayPal to pay this.

### **Clubhouse Touch Screen**

There is a touch screen outside the office in the clubhouse corridor. You will still be able to check bookings but this winter will also be able to book Air Dome courts if you have your account in credit (see "To charge up your account" above).

### **No Computer?**

For those of you without access to a computer, and your playing partners also have no access to a computer, you can ring In-Zone on 01908 233666 during normal business hours, Monday to Friday, and make your payment with your Visa or Mastercard over the phone. Please be aware that In-zone will use the same booking system available to members and your card details, although not stored by In-zone or the club, will be entered online into Paypal. If you don't wish this to happen, the only alternative is hard cash to Phyllis in advance of your game.

### **Access to the Air Dome**

If you are first in or last out of the Air dome, you will need the key which is located in the kitchen above the sink. Please make sure you lock the dome when you leave if no others are still playing.

### **House rules and maintenance**

1. Please ensure that you drag the courts after usage ready for the next group of players. It only takes a couple of minutes and will ensure we all get to play on a neatly swept court. When dragging courts please use the **squared off circular motion** as depicted on the court maintenance boards. The Line brush may be needed to be used on occasions.
2. For the first few weeks after dome erection, the courts will be very damp with a lot of condensation collecting at the court edges. We had to move the date for putting the dome up this year four times to try and find a slot preceded by several days of dry weather, and hope that this will mitigate some of the damp issues from last year. Some dampness is normal however when first covered. We have the de-humidifier running and hope it will help the drying out process in the next week or so, meaning dragging will become all the more important.
3. With respect to all other members, even if the courts seem empty, please do not use the Air Dome courts without booking and paying for them in advance. Usage is continuously monitored by CCTV and reconciled with payments made. Further action will be taken by the committee for non payers.
4. Would visitors and parents entering the dome for viewing please only wear flat soled shoes and nothing that would spike the carpet.
5. Do not attempt to move or tamper with the dome sheeting that is evident around the perimeter of the Dome.
6. A brush for cleaning "clay" off your shoes is at the entrance of the bubble.
7. Furniture, such as chairs, is not allowed in the dome as it would damage the skin in the event of deflation. If we have a heavy snowfall or extremely high winds the speed is of the essence and nothing can be left on the court surface.

### **Problems?**

If you wish to use a covered court at any time and have not booked in advance or topped up your account in advance, you may still use the courts but please text or phone either John or Melvyn below. You must also arranged payment with Phyllis Leete immediately after play has finished.

Remember no court use is allowed between 10pm and 6am each night. All other times must be paid for.

Report to John Taylor 01908-510235 / 07905-366317 or Melvyn Jones 07867-523536