

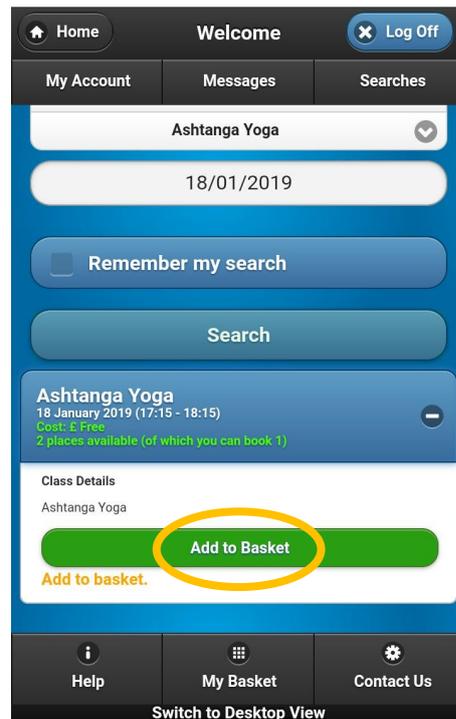
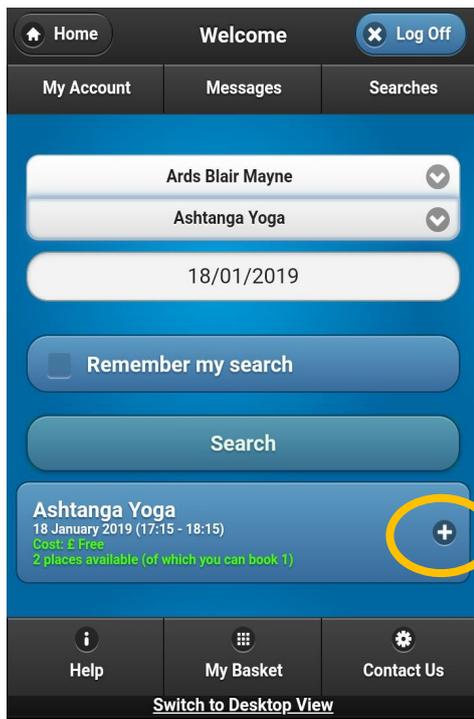
# Making an Online Booking as a Prepaid Member

For Fitness & Spa, Fitness, Spa and Aqua members.

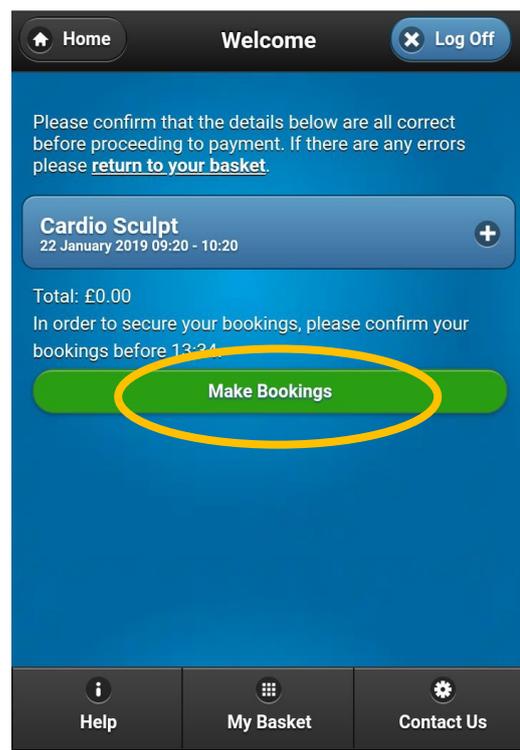
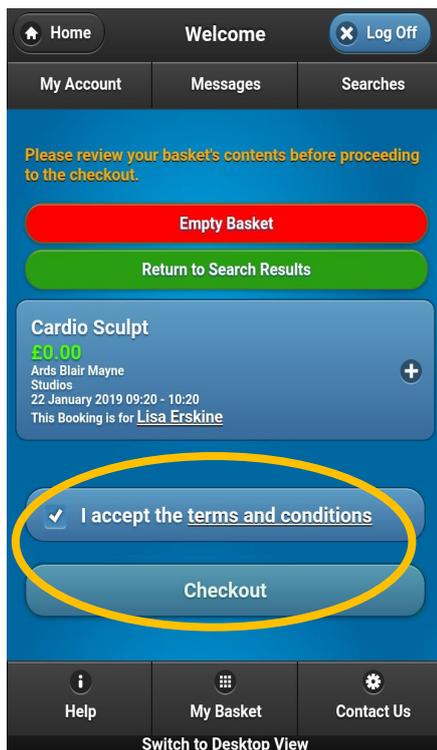
**To start** Go to [www.leisureandsouthdown.com](http://www.leisureandsouthdown.com), go to MENU where you will find Book Online at the bottom of the list on a phone or tablet.

## Log On and Select:

- the centre and class you wish to book, the date and time you wish to attend. Please note: if booking a Gym or Swim session search via the Classes drop down list.
- Click on Search.
- click on the  against the class you wish to book and Add to Basket



- to Checkout you must first **accept the terms and conditions**.
- **Click on Checkout**
- Click on **Make Bookings** to complete your booking. Please note: Make Bookings may be changed to Confirm Bookings.

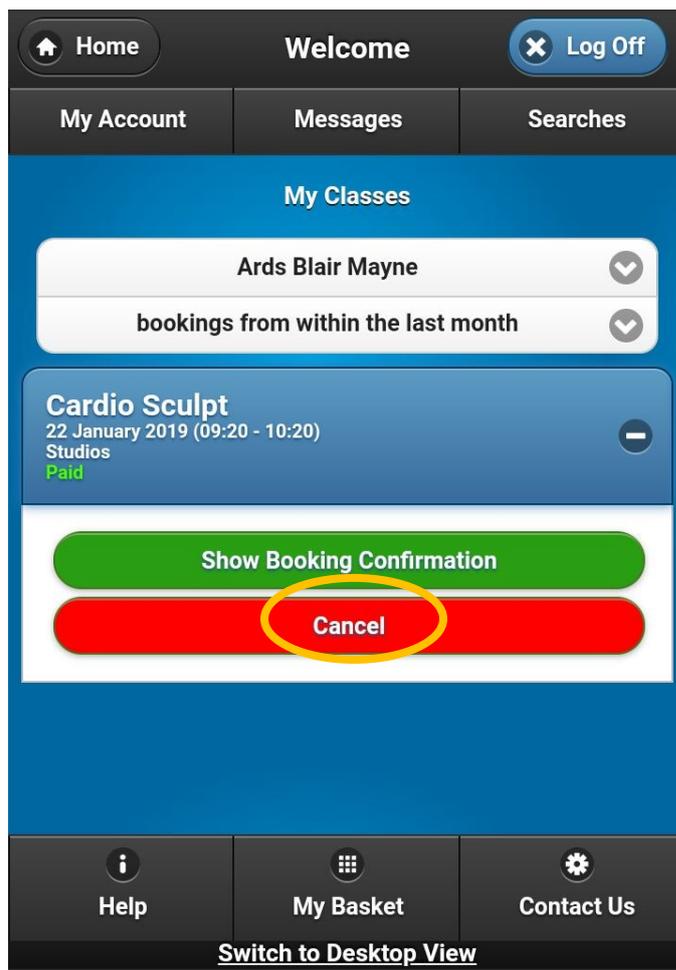
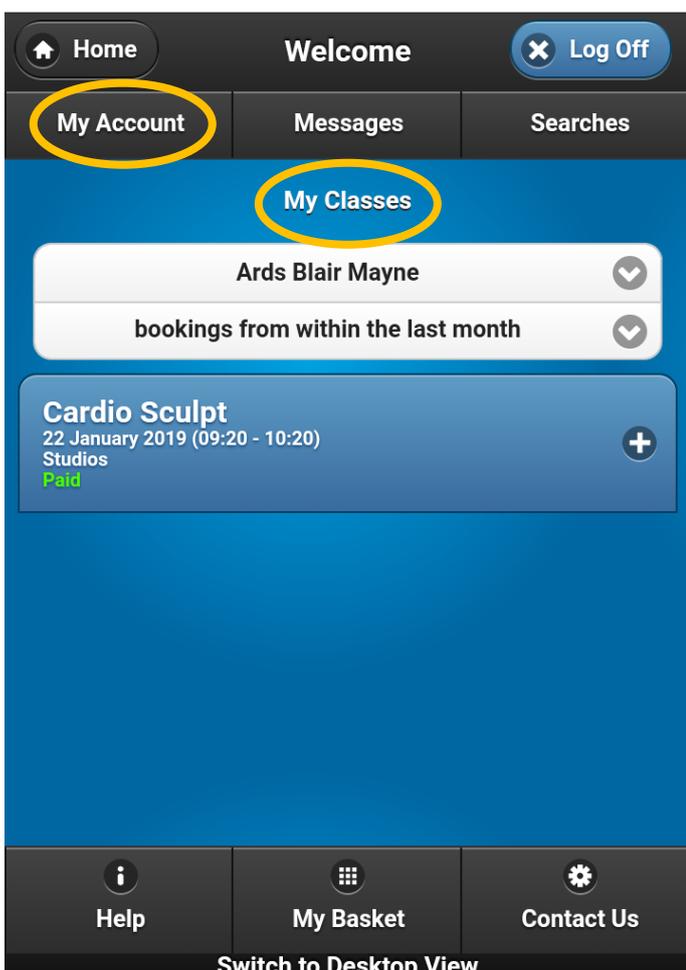


- you will receive an Order Confirmation. By clicking on Print Receipt you will display the Online Booking Confirmation.
- a link to the Online Booking Confirmation will be sent to your registered email address.

## Canceling a Class Online

Classes should be cancelled at the earliest opportunity and up to 1 hour before the start time to allow other customers the opportunity to attend.

- To cancel a booking, click on My Account to see My Classes.
- Click on the class you wish to cancel and click Cancel.



**Please check in at reception before attending your session.**

**Failure to cancel a booking may result in suspension of your membership for a period of time.**