## **Pickleball Season Pass Reservations**





Woburn Recreation Season Pickleball Pass Holders have the ability to make a reservation either online via your account or by calling the Recreation Office at (781) 897-5805. All reservations must be approved by the Recreation Office. You are not approved until a reservation permit is sent you via email.

If you are making a reservation online please visit <a href="https://www.woburnrec.com">www.woburnrec.com</a> and log into your account.

\*\*Please see last page for Reservation Details



Once you have logged into your account you will want to go to the facilities tab.

On the drop down boxes you will want to select Reservation.

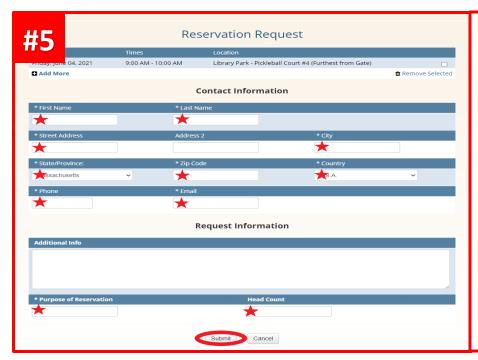


Once you are on the Reservation Request Page, select the drop down box and scroll to Library Park – Pickleball Court #4 (Furthest from Gate)



Once you have selected Library Park – Pickleball Court #4 (Furthest from Gate) you will need to fill in the Start Date (Day you're requesting) Start Time & End Time. At this time, we are asking that reservations are made for 1-hour time blocks.

\*\*DO NOT CLICK THE RECURRING BOX. AT THIS TIME,
YOU CAN MAKE ONLY ONE RESERVATION AT A TIME



The final step would to fill in all of your contact information, if it is not already auto filled! Please check to make sure it is correct.

Purpose of Reservation: Pickleball

Once you click submit please wait for approval from the Recreation Office. You do not have a reservation until approved.

Anyone looking to make a Reservation over the weekend must do so before Friday at 12:00pm.

## **RESERVATION DETAILS**

- Can book 7 Days in Advance (ex. Monday can book for Next Monday & so on)
- Weekend Reservations must be made by Friday at 12:00pm
- Members can make a Reservation 2 times per week. \*\*We will revisit this in a few months
- Reservations are for 1 hour time blocks.
- You cannot book recurring dates/times (See box #4)
- Reservations can also be made by calling the Rec Office at (781) 897-5805