

Member guidance for booking teetimes

General notes

Members will only be allowed on the course if they have booked a teetime in advance.

Teetimes can be booked up to 7 days in advance. **No member guests until further notice.**

2 teetimes can be booked up to 7 days in advance. On the day, you can book an available teetime even if you have already used your 2 games in the next 7 days. We will assess the teetime utilisation on a daily basis and increase or decrease the number of games that can be booked accordingly. Any block bookings will be removed.

How to book a teetime

Using the **IG Member App**, Open the App, click on Tee Times and click on 'Book' in the top right-hand corner. You will be taken to today's teesheet, and any available slots will be visible. You will be able to book up to 7 days in advance. You may enter a playing partner(s) in the same slot if you have selected to book 2 players. Please don't select this unless you know who you are playing with and make sure to enter their name.

Should you find you are unable to play at the date/time due to unforeseen circumstances, please remove your booking (through the EDIT button) so someone else may utilise the slot.

Using the **Club Website** <https://www.clsgolfclub.co.uk/> click on MEMBERS and select IG MEMBER LOGIN. You may have asked your computer/phone to remember your login data and be automatically logged in, if not, Click on the highlighted 'here' to go to the login screen and enter your login details (generally your email address and your 4 digit PIN)

If you have forgotten your PIN, there is a link to 'How to create or reset a pin' here: <https://www.clsgolfclub.co.uk/members-area/cobra/> , which you can follow to reset your PIN.

Once logged in, click on MY GOLF from the main menu at the top of the page and select BOOK TEETIME from the dropdown list. You will be taken to today's teesheet, and any available slots will be visible. You will be able to book up to 7 days in advance. You may enter a playing partner(s) in the same time slot, but you won't be able to remove them, so be sure you have their permission to enter them before doing so. Any player wishing to withdraw must do so themselves. No member guest bookings until further notice.

As soon as you select a teetime, your booking will be made. However, you will need to confirm by clicking on 'finish'. If you decide you don't really want to go ahead with the booking, click on 'Cancel this booking'. **NOTE:** you then **must** confirm the cancellation by clicking 'YES' when asked to confirm it, otherwise the booking will remain in the system.

Should you find you are unable to play at the date/time due to unforeseen circumstances, please remove your booking so someone else may utilise the slot. Action may be taken against any player who does not turn up for a booked teetime.

Buggy booking

Buggies will not be available initially.