

1. On the top of the Court Reserve website, select **“Reservations”**.
2. Select one of the three court banks (1-4, 5-8, or 9-12).

Navigation menu: Nielsen Tennis Stadium: UW-Madison Rec Sports | Events Calendar | **Reservations** | Resources | Event List | My Profile | Log out

Dropdown menu under Reservations:
Book Courts 1-4
Book Courts 5-8
Book Courts 9-12

3. Available courts will display a Reserve button along with the court start time. Once you identify a court and time you would like to reserve, click the **“Reserve Time”** button.

Date selector: Today | < | > | Thursday, December 20, 2018

Court #1 (Indoor)	
	Thu 12/20
6:45 AM	Reserve 6:45 AM
8:00 AM	Reserve 8:00 AM

4. Upon clicking the **“Reserve Time”** button, this box will appear. In the box, please select your Reservation Type. All court times are 75 minutes from the start time.

Book a reservation for **12/20/2018**

Reservation Type: -- Reservation type --
-- Reservation type --
Open Rec Doubles (min:75 minutes, max: 75 minutes)
Open Rec Singles (min:75 minutes, max: 75 minutes)

Court: Indoor - Court #1

End Time: 9:00 AM

Buttons: Close | Save changes

5. Once you have finalized your reservation details, select “Save Changes”.

Book a reservation for 12/20/2018

Reservation Type <input type="text" value="Open Rec Singles (min:75 minutes, max: 75 m)"/>	Court <input type="text" value="Indoor - Court #1"/>	
Start Time <input type="text" value="8:00 AM"/>	Duration <input type="text" value="75 minutes"/>	End Time <input type="text" value="9:15 AM"/>

6. Reservation Confirmed.

Reservation Confirmed

Thank you, the reservation has been made.

Confirmation #: 36HISS
Approval Status: Approved
Name: Mackenzie Lucius
Date: 12/20/2018 (8:00 AM-9:15 AM)
Court: Indoor - Court #1