

## GoBook!

Make all your bookings in one place at one time!

In order to start making online bookings at Uitsig Squash Club there is a two-step process

1. Registering on GoBook
2. Linking your Club

Please follow the following simple set of instructions

### REGISTERING FOR GoBook!

1. Go to [www.gobook.co.za](http://www.gobook.co.za)
2. Click on the "Register" link.
3. Click on the "Register as Client" link.
4. Fill in the form
  - i. Position the mouse pointer over the field in question to complete.
  - ii. The mandatory fields are highlighted by a red asterisk.
  - iii. Choose your own username and password to use to log on to the site.
  - iv. If you want your bookings to be confirmed via SMS, supply your cell number.
  - v. When you are ready, click on the "register" button.
5. A confirmation page will be displayed informing you that registration was successful and that a confirmation email has been sent to the address you provided.
6. When you receive the email, please click on the link in the message - this will complete the registration process and you will now be able to log in to the website.

### LINKING YOUR CLUB

1. Log on using the username and password you supplied when you registered.
2. Click on the "My Providers" link.
3. Click on the "New Provider" button.
4. Fill in the form
  - i. The mandatory fields are highlighted by an asterisk.
  - ii. Choose your club from the list in the Provider dropdown (Uitsig Squash Club)
  - iii. All online bookings must be validated by Uitsig and thus you will need to supply your
    1. **Membership number (4 digits) on the front of your access card**  
**(Do not type in the letters – only the 4 numbers)**
    2. **PIN (4 digits) written on the back of your access card**
  - iv. Enter these details into the "User/Login Name for Provider System" and "Password/PIN for Provider System" fields on the form.
5. When you are ready, click on the "Insert" button.
6. Now click on the "Make Booking" link and follow the prompts in order to make your first online booking!

If you have any trouble trying to register, please email [info@uitsigsquashclub.co.za](mailto:info@uitsigsquashclub.co.za) explaining the issue and we will assist you.