

# YourCourts.com Reservations

## Edit A Reservation

If you need to change one of your Reservations, you don't have to cancel and create a new one. You can edit the existing Reservation. Select the existing Reservation to edit.

**i** You can edit any of your Reservations as long as the time hasn't passed. You can't edit Reservations scheduled by other members.

### Demo Tennis Club

[Click here for club information](#)

Sat Mar 15

#### Reserving a Court for Demo Tennis Club

**i** Click an Open time slot to reserve a court or hover over an existing reservation to see details. If you are the reservation owner, you can click on a future reservation to edit. Based on the account settings set by the administrator, you can book reservations 14 days in advanced.

[Print Schedule](#)

Demo Tennis Club Reservations for Thursday March 20					03/20/2014		Go
Time	North Court 1	North Court 2	North Court 3	North Court 4			
8:30 AM	Walk-up Court	<a href="#">Open</a>		<a href="#">Open</a>			
9:00 AM	Hoffman ALTA Thursday Ladies ALTA Match	9:00AM - 1:00PM Hoffman ALTA Thursday Ladies ALTA Match	<a href="#">Open</a>	<a href="#">Open</a>			
9:30 AM			<a href="#">Open</a>	<a href="#">Open</a>			
10:00 AM			<a href="#">Open</a>	<a href="#">Open</a>			
10:30 AM			<a href="#">Open</a>	<a href="#">Open</a>			
11:00 AM			<a href="#">Open</a>	<a href="#">Open</a>			
11:30 AM			<a href="#">Open</a>	<a href="#">Open</a>			
12:00 PM			<a href="#">Open</a>	<a href="#">Open</a>			
12:30 PM			<a href="#">Open</a>	<a href="#">Open</a>			
1:00 PM	Walk-up Court	<a href="#">Open</a>	<a href="#">Open</a>	<a href="#">Open</a>			
1:30 PM	Walk-up Court	<a href="#">Open</a>	<a href="#">Open</a>	<a href="#">Open</a>			
2:00 PM	Walk-up Court	<a href="#">Open</a>	2:00PM - 4:00PM Joe Tennis Lesson	<a href="#">Open</a>			
2:30 PM	Walk-up Court	<a href="#">Open</a>		<a href="#">Open</a>			
3:00 PM	Walk-up Court	<a href="#">Open</a>		<a href="#">Open</a>			
3:30 PM	Walk-up Court	<a href="#">Open</a>		<a href="#">Open</a>			
4:00 PM	Walk-up Court	<a href="#">Open</a>		<a href="#">Open</a>			
4:30 PM	Walk-up Court	<a href="#">Open</a>	<a href="#">Open</a>	<a href="#">Open</a>			
5:00 PM	Walk-up Court	<a href="#">Open</a>	<a href="#">Open</a>	<a href="#">Open</a>			
5:30 PM	Walk-up Court	<a href="#">Open</a>	<a href="#">Open</a>	<a href="#">Open</a>			
6:00 PM	Special Pops Tennis Special Event	6:00PM - 7:30PM Special Pops Tennis Special Event	<a href="#">Open</a>	<a href="#">Open</a>			
6:30 PM			<a href="#">Open</a>	<a href="#">Open</a>			
7:00 PM			<a href="#">Open</a>	<a href="#">Open</a>			
7:30 PM	Walk-up Court	<a href="#">Open</a>	<a href="#">Open</a>	<a href="#">Open</a>			

You can't edit Reservations scheduled by other members

Select an existing Reservation to edit

## Existing Reservation

The details of the existing Reservation will appear in a popup. Select **Change** and the editable Reservation Details screen will be displayed.

Reservation Detail for 2140322-14032123342058-99550-1

Member Reservation

Saturday March 22 on Indoor Court @ Tennis Courts

Print

Owner:	John Test
Created:	by John Test on Friday March 21 @ 11:34 PM
Type:	Casual Play
Duration:	from 11:00AM to 12:00PM
Guests:	No Guests
Gate Code:	1234

Click here to change

Click here to send details about this reservation to other emails

Do you need to change or cancel this reservation?

Change

Email Others

Cancel

Close

## Reservation Details

Change any of the fields including the Facility and Court. Click **Update** to complete the changes.

[Click here for club information](#)

### Editing the Reservation

**i** To change this reservation, please change the fields that you wish to modify. When you are finished, click the **Update** button. The system will verify that the requested time is available before changing the reservation.

Click to  
complete

Leave  
without  
making  
any  
changes

Change any  
of the  
Reservation  
settings

Thursday March 13 @ North

☒ Update ☐ Never Mind

### Reservation Details

**Date:**

**Facility:**

**Court:**

**Begin Time:**

**Duration:**  **i**

**Reservation Type:**  **i**

**# Guests (Non Members):**

Enter a reservation note (up to 255 characters)

### Instructions

#### Editing a court reservation:

- Make sure to check to see if the courts are free at the new time before trying to change the reservation.
- If you change the facility, you must select a new court from that facility
- Choose the duration that you need for the reservation. Duration is a required field.
- An updated email will automatically be sent to the reservation owner(s).