

# General Client account upgrade

Last Modified on 03/02/2021 9:02 am GMT

## Changes for Self-booking clients:

Following client feedback, we have simplified the client booking experience from the calendar. Instead of when dragging a time or slot in the calendar the client sees a pop-up, Client's will now automatically be redirected straight to a booking page, with the slot/times selected visible on the page. They will have the option to complete the booking by clicking Book, or to add recurrence by clicking 'Refine search.'

Past Unavailable Your Bookings

### Friday, 18 December 2020

Change Date  
18/12/2020

Note: Spaces marked with \* may only be booked at the times Weekday Afternoon Slot (15:00-17:00), Weekday Evening Slot (17:00-23:00)

Spaces	6am	7am	8am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	7pm	8pm	9pm
1. Venue Notes																
Astro Pitch frequently used 7v7 8v8 9																
Astro Pitch (markings for 7aside, 9 as																
* AWP 1 (5 aside)- 7 aside Pitch A																
* AWP 2 (5 aside) - 7 aside Pitch A										Unavailable			Unavailable		Unavailable	
* AWP 3 (5 aside) - 7 aside Pitch B																
* AWP 4 (5 aside) - 7 aside Pitch B																
Badminton Court 1										Unavailable			Unavailable			
Badminton Court 2													Unavailable			
Badminton Court 3																
Badminton Court 4																
Bedroom 1																
Cancelled bookings																

## New Booking

**Confirm your spaces**

To find alternative dates or to recur your booking, click 'Refine Search'. Click 'Book' to book just the available dates. Refine Search

**Fri 18 Dec 2020, 16:00 - 17:00**

Space	Hourly Rate	Net Cost	VAT	Gross Cost	
 <b>Badminton Court 1</b> The 4 badminton court sports hall is a fully sprung wooden flooring and suitable for most performance and recreational sports. It is hard wearing and multi purpose giving optimum ball bounce, shock-absorption, resilience and friction. Lighting lux levels suitable for competition standard Basketball, Volleyball, netball and Badminton. A net can divide the hall in two., EQUIPMENT AVAILABLE, 5AS Goals, Netball / Badminton / Volleyball Posts, Cricket Nets (2 Bays), Basketball Rings (2 main and 8 practice), Gymnastics Equipment, SUITABLE ACTIVITIES, 5AS Football / Indoor Hockey / Badminton (4 courts), Netball / Basketball / Volleyball / Dodgeball, Martial Arts / Cricket Nets / Fitness Classes, Children's Parties Frequently Used, All Halls, Dance/Drama, sports facilities	£10.00	£10.00	5.0 %	£10.50	Available

**Please let us know what activity is taking place**

E.g Training course for 5 people

Also on the Booking form, there is now a Purchase Order field, where clients can enter their own Purchase Order reference, rather than having to contact the venue after creating the booking, to have the administrator add it in:

**Please let us know what activity is taking place**

E.g Training course for 5 people

**Purchase Order Number**

#####

**Booking Summary**

Amount: £10.00

Purchase order displaying on the Invoice:

<b>Susi Bedford</b>		<b>Purchase Order: 123456</b>					
24 Hunsbury Hill		<b>Invoice GP4990</b>					
York		<b>18 December, 2020</b>					
Yorkshire							
YN1 2BQ							
Date	Description	Space	Time	Net Cost	VAT Rate	VAT Payable	Gross Cost
18/12/2020	Badminton	Badminton Court 1	16:00 - 17:00	£10.00	5%	£0.50	£10.50
<b>Net Total:</b>							<b>£10.00</b>

If you would like to get more information on how to allow clients to self-book, please contact our Customer Service team and they will more than happy to talk you through this: 01604 677764.

We have also tweaked the booking form to improve the display to both self-service and non self-service Client users. These changes include:

1. Removing the Net cost at the top of the page, and replacing with a clearer Bookings Summary at the bottom of the page. It will display the value of the booking excluding VAT, the value of the VAT, the value of the booking including the VAT, and then if applicable, the total payable now.

Date	Space	Start Time	End Time	Status
28/12/2020	Classroom B1	17:00	18:00	Provisional

  

**Booking Summary**

Amount: £3.25

Vat: £0.16

Total booking price: £3.41

**Total payable now: £ 3.41**

This then also shows confirmed bookings, without the 'Total payable now', and displays how much the total booking price is.

Badminton

Date	Space	Start Time	End Time	Status	Hourly Rate	Gross Cost	Payment Status
21/12/2020	Badminton Court 1	15:00	16:00	Confirmed	£10.00 plus VAT	£12.00 inc. VAT	Fully paid
28/12/2020	Badminton Court 1	15:00	16:00	Confirmed	£10.00 plus VAT	£12.00 inc. VAT	Fully paid
04/01/2021	Badminton Court 1	15:00	16:00	Confirmed	£10.00 plus VAT	£12.00 inc. VAT	Unbilled
11/01/2021	Badminton Court 1	15:00	16:00	Confirmed	£10.00 plus VAT	£12.00 inc. VAT	Unbilled

  

**Booking Summary**

Amount: £40.00

Vat: £8.00

Total booking price: £48.00

2. Moving the Confirm button to the bottom of the page, to encourage client to view the whole booking and check they are happy with all of the dates before Confirming.

## Booking #520011

### 1. Grange Park School Demo

Client: [Susi Bedford](#)

Telephone:

Mobile:

Email: [schoolbookings5+susib@gmail.com](mailto:schoolbookings5+susib@gmail.com)

#### Code of Conduct for Room Hire:

- \* Leave hired areas clean & tidy as found
- \* Leave the hired area promptly for the next user
- \* No outdoor shoes / heels in the sports hall / gym
- \* Do not consume food in the sports hall / gym

#### Code of Conduct for Gym Membership:

- \* Sign in & out at reception
- \* Respect other users
- \* Report any faulty equipment to main reception

Date	Space	Start Time	End Time	Status	Hourly Rate	Gross Cost	Payment Status	Edit	Cancel
28/12/2020	Classroom B1	17:00	18:00	Provisional	£3.25 plus VAT	£3.41 inc. VAT	Unbilled	<a href="#">Edit</a>	<a href="#">Cancel</a>

#### Booking Summary

Amount: £3.25

Vat: £0.16

Total booking price: £3.41

Total payable now: £ 3.41

[Confirm](#)

[Back](#)