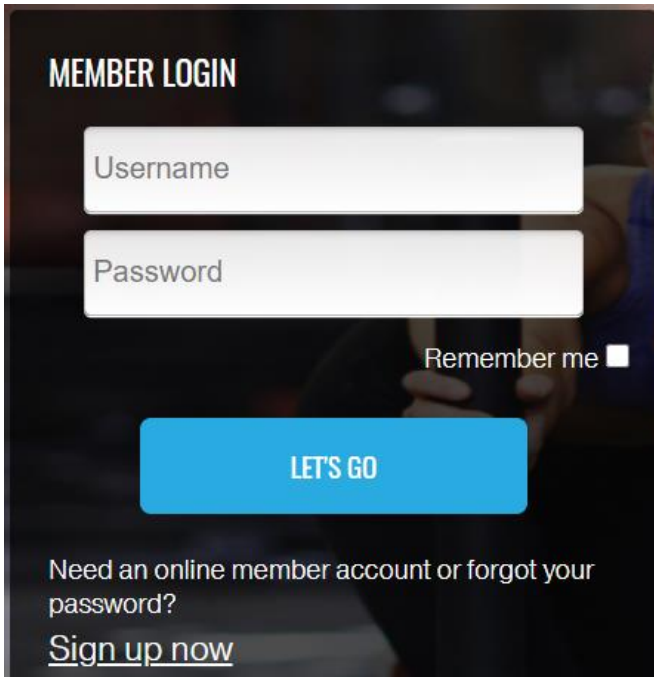


Instructions for New Reservation System

- How to set up your account
- How to reserve a timeslot for facility entry/usage or pool lane or group exercise class.

Go to www.ymcahonolulu.org

- Click on **Make a Reservation at the Y.**
- Then click on the **Create an Account and Make a Reservation** button.



The screenshot shows a dark-themed login page titled "MEMBER LOGIN". It features two white input fields for "Username" and "Password". Below the password field is a "Remember me" checkbox. A prominent blue button labeled "LET'S GO" is centered below the fields. At the bottom left, there is a link that says "Need an online member account or forgot your password? [Sign up now](#)".

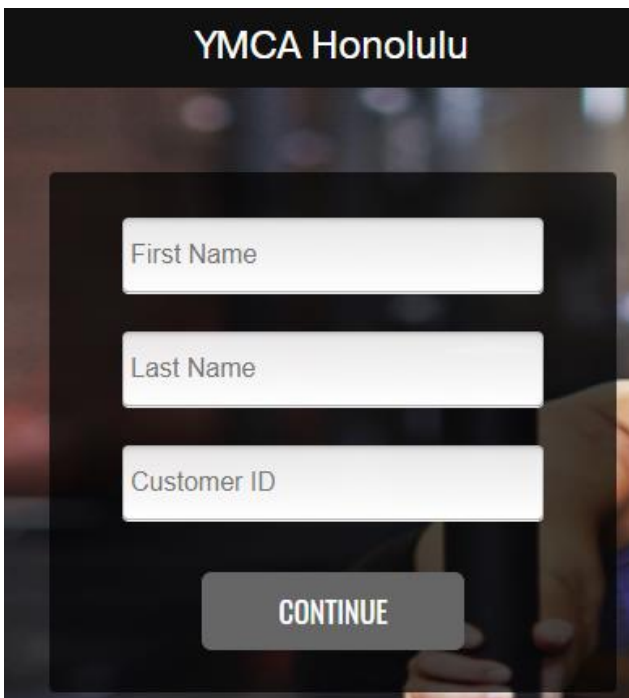
CREATE A NEW ACCOUNT or SIGN IN TO MAKE A RESERVATION

If this is your first time here, you will need to create an account on our new reservation system.

To create a new account, click **SIGN UP NOW.**

OR

If you have already created an account, enter your **Username** and **Password**, and click **LET'S GO**, to make a reservation.



The screenshot shows a dark-themed page titled "YMCA Honolulu" with a sub-header "CREATE A NEW ACCOUNT". It contains three white input fields for "First Name", "Last Name", and "Customer ID". A grey button labeled "CONTINUE" is positioned at the bottom center of the form area.

CREATE A NEW ACCOUNT

1. Enter your **First Name** and **Last Name**
2. Enter your **Customer ID**:

This is **NOT** the number on your keytag (scan card). Your Customer ID was sent on June 12, to the email we have on file. If you did not receive an email, please contact your YMCA branch or email info@ymcahonolulu.org

3. Press **Continue**

Note: If the Customer ID you enter is incorrect, you may not be able to make a reservation.

YMCA Honolulu

Username

New password

Confirm Password

Passwords match

CONTINUE

4. Create a **Username**
5. Create and enter a **Password**
6. Re-enter your **Password** to confirm
7. Click **Continue**

YMCA Honolulu

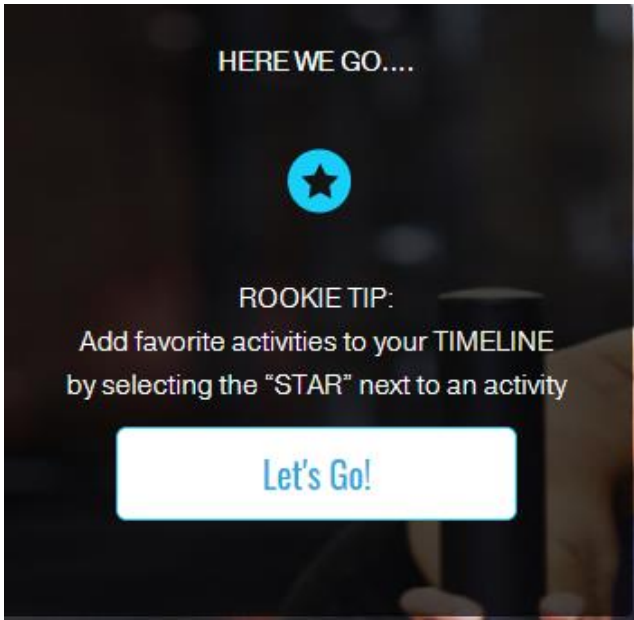
Birthday

Email address

Home Club

CONTINUE

8. Enter your **Birthday**
9. Enter your **Email Address** that we have on file
10. Select **Home Branch** from drop down menu
11. Click **Continue**



YOU ARE READY TO MAKE A RESERVATION!

- Read the **ROOKIE TIP** displayed for timesaving tips
- Click **Let's Go** to make your reservation

HEALTH QUESTIONS AND WAIVER

[COVID-19 WAIVER](#)

Are you experiencing any cough, shortness of breath, chills, muscle pain, headache, sore throat, or new loss of taste or smell?

Yes
 No

Have you had a fever of 100.4 or more during the last 48 hours?

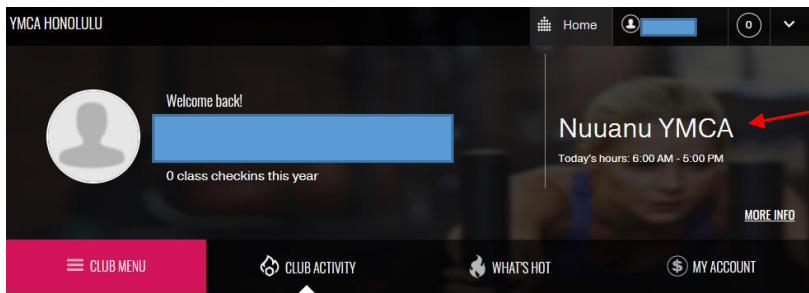
Yes
 No

Have you been in close contact with someone who is suspected to have, or has a confirmed case of, COVID-19 in the last 14 days?

Yes
 No

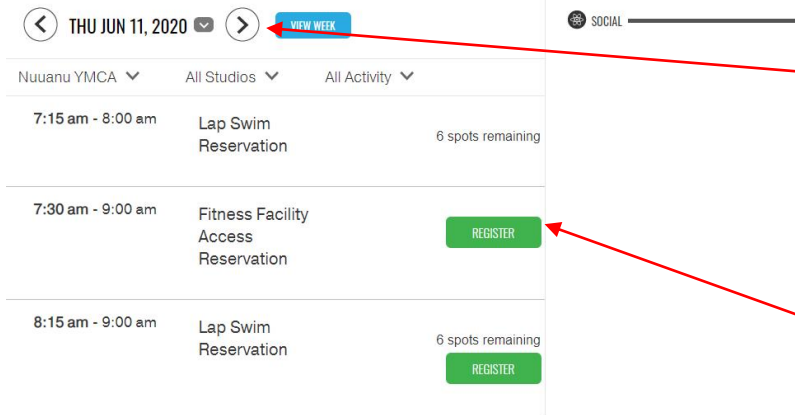
WAIVER AND HEALTH SCREENING

- Click on **COVID 19 WAIVER** link to read full waiver
- Answer all four health questions
- Click **I Accept** to continue with reservation



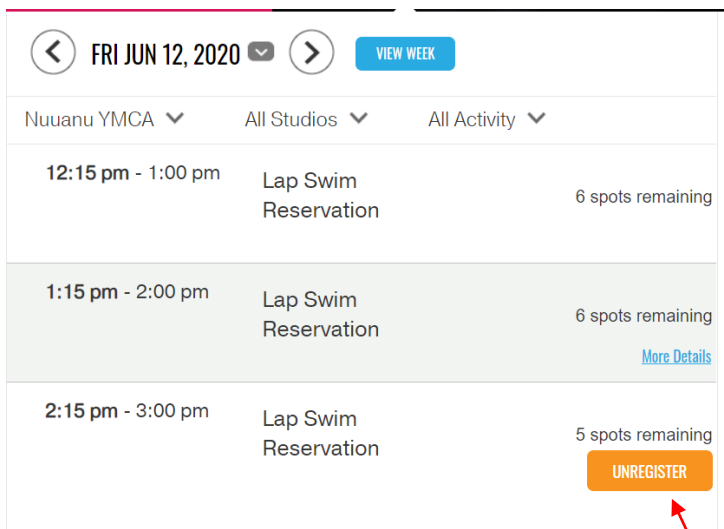
YOUR HOME BRANCH

- Your selected Home Branch will be displayed.
- To change your Home Branch, click on **MORE INFO**



FACILITY SCHEDULE YOUR HOME BRANCH

- Use Arrows to choose your date
- Note: Reservations can only be made up to 1 day in advance (6 am the day before)*



CHOOSE YOUR RESERVATION TIMESLOT

- When you find the Date and Activity Time Slot you want to Reserve, Click on **REGISTER**

Note:

- You may register for either a Lap Swim or Fitness Facility Access Reservation per day. [Note: Leeward Y Facility Access is called Workout Pods. Click on any Workout Pod 1 to 9 to reserve your access into the Leeward Y facility.]
- Your Lap Swim reservation provides you 1 lane in the pool to swim or exercise.
- A Fitness Facility Access or Leeward Y Workout Pod reservation provides you access to weights and cardio equipment/machines.
- Group Exercise Classes will be added beginning July 7.

CANCEL RESERVATION

If you are unable to make your reservation time slot, please be sure to cancel your reservation so it will be available for other members.

- Click on **UNREGISTER** to cancel reservation