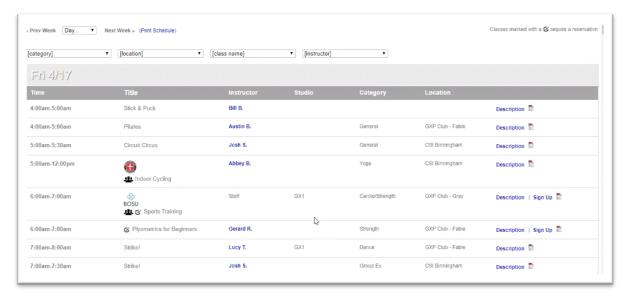


Reserving a Class

Reserve the group fitness class of your choice now directly through our online schedule. This will ensure you have a dedicated spot in our upcoming class offerings and also allow access to add yourself to a waitlist for a class or cancel your upcoming reservation.

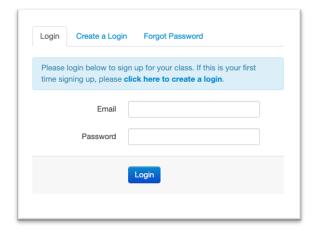
Reserve Your Spot



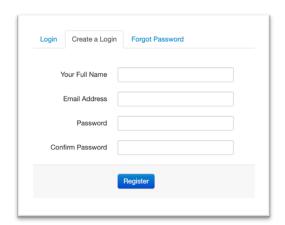
- Step 1: View our schedule on the website https://ymcacky.org/schedules
- Step 2: Filter based on your preferences
- Step 3: Look for the reservation icon or 'Sign Up' by your desired class
- Step 4: Select the icon or 'Sign Up' link to reserve your spot
- Step 5: Log in or create an account to reserve your spot

Reserved a class before?

Log in using your email address and previously established password. Should you see an error message, select the "Forgot password?" link and reset your password. That reset will go to your email and provide instructions.







Never used the reservation feature?

Register using your name, email address and password of choice. Registering for classes through GroupEx Pro is secure. Your account information will never be shared, and you will not be subscribed to receive promotional or marketing related emails. The only emails you will be eligible to receive are reservations-based communications.

Step 6: Reserve your spot

In this step, you will see the amount of spots available in the class, title of the class you are registering for and date & time that the class takes place.

Step 7: Receive email confirmation
After you have successfully reserved a spot in
your desired class, you will receive an email
confirming your spot.

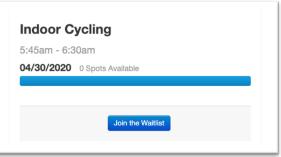
Power Yoga 8:00am - 9:00am 05/02/2020 10 Spots Available Reserve a Spot



Join the Waitlist

If a class is full when you go to reserve a spot, add yourself to the waitlist for a chance to get added to the exercise class if another member drops out.

Step 1: Select 'Join the Waitlist'Step 2: Confirm you are on the Waitlist



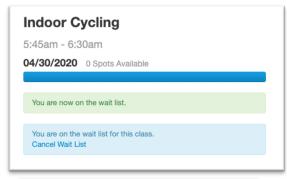


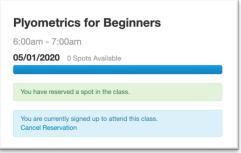
There are two ways to confirm you are on the waitlist

- Check for a green notice (below) that will populate once you have successfully been added to the waitlist.
- 2. Check your inbox for an email notifying you that you have been successfully added to the waitlist

Cancel Your Reservation

If you can not make it to a class after you have reserved your spot, be sure to locate the class you signed up for in your online schedule and cancel the reservation.





Step 1: Locate your online schedule and specifically the class you signed up for.

Step 2: Select the reservation icon or '**Sign Up**' by the appropriate class that you would like to cancel your reservation for.

Step 3: Select the 'Cancel Reservation' hyperlink to successfully cancel your reservation or waitlist request.

Step 4: Confirm cancellation

You will receive a red notice on your screen when your reservation has been cancelled and a confirmation email as well.

Reservations not open yet?

If you go to reserve a spot in a class and the reservation hasn't opened, you will see a notice of the exact dates that the desired class will be open for reservations.

