

Ball Machine Authorization and Training

All Quail Creek Reserve My Court (RMC) members, as required by the QCPOA, must complete training to use the ball machine safely and sign the QC Ball Machine liability waiver.

Instructions to Reserve the Tennis Ball Machine

- Go to <http://www.reservemycourt.com> and log in.
- On the left side of your screen, select Club Schedule under Quail Creek Tennis Club.
- **For First-Time Users Only:** On the far right, look for “Schedule With” Amenities. Scroll down to “7 Amenities” to view all six courts and the ball machine reservation area. **This setting only needs to be adjusted once.**
- At the top of the calendar, click on the date you wish to reserve.
- Select the **BLUE TAB – “Click Here”** to access the Reservation Setup Wizard:
- Enter your desired court start time and reservation duration (**maximum of two hours**).
- Click NEXT.
- Select “**Ball Machine.**” If you are authorized, this option will be highlighted. If not, you cannot reserve the ball machine.
- Select either Court 5 or Court 6, as the ball machine can only be used on these courts.
 - Note: If Court 5 or 6 is already reserved, you may use the Waitlist option. Once the court becomes available, you will secure the reservation. More details on the Waitlist option are provided below.
- Click NEXT
- Open **Event Type** select **Ball Machine**
- Submit

If your reservation is successful, you will see the message “Your Request Has Been Complete” and an “Reservation Confirmation” delivered to your email address.

Questions or assistance, please contact me:

Debbie Riddell – driddell@aol.com

Reserve My Court Administrator for Quail Creek

Court Reservations Waitlist Option

If your preferred court is reserved, you can use the waitlist feature. When the court is released, your reservation will automatically be confirmed. Use the regular reservation process, and when prompted to select court amenities, courts that are only available via the waitlist will be labeled as such. Proceed to reserve the waitlisted court as you normally would.