



We are very happy to announce that we will be replacing the 10s Portal software with Court Reserve starting **June 1, 2020**. We believe this platform will help us continue to improve our tennis operations at Seven Oaks, as well as your membership experience.

### CREATE YOUR ACCOUNT FROM A COMPUTER

To create your account and set up payment information to be used for lessons, clinics, racquet stringing, guest fees, etc.

- Click [HERE](#) to go to our welcome page. (*We suggest to bookmark/save this page to your browser favorites for future use*).
- Click **CREATE ACCOUNT** (top left of the page).
- Fill out all the user account information and **SUBMIT**. You may see a message at the top of the page stating **Please verify that you are not a robot**. If this happens click the submit button again.
- Choose **MEMBER** or **FAMILY MEMBERSHIP** plan. *Please ignore the Ball Machine options at this time. We will manually load these memberships.*
- Click **SUBSCRIBE TO THIS PLAN**.
- Once logged in, click on **MY PROFILE** (top right of the page).
- Under **BILLING**, click **PAYMENT PROFILES** (left of the page).
- Click **CREATE PAYMENT PROFILE** and enter all your information.
- Click **SAVE**.
- Click on **SEVEN OAKS TENNIS** in the upper left-hand corner to go to the home page for instructions on how to reserve courts.
- Click **LOGOUT** when you are done using the app.
- Optional: download the Court Reserve mobile app for easier and full access in the future.

### To enter your family under Family Membership

- Click on **MY PROFILE** (top right of the page).
- Click **MY FAMILY** (left of the page).
- Click **+ ADD NEW FAMILY MEMBER** (top right of the page) and enter all your information.
- Click **SAVE CHANGES**.
- Repeat these steps for each member of your family.

We will be checking everyone's account before our launching date (June 1, 2020). All players who have not followed these steps and/or have not paid the 2020 dues in full yet, will not be able to play tennis at Seven Oaks.

Please feel free to contact our staff at any time for any question. We are here to help!

Seven Oaks Tennis Pro Shop: (919) 848-9928.