

MEMBER BOOKING FROM YOUR COMPUTER

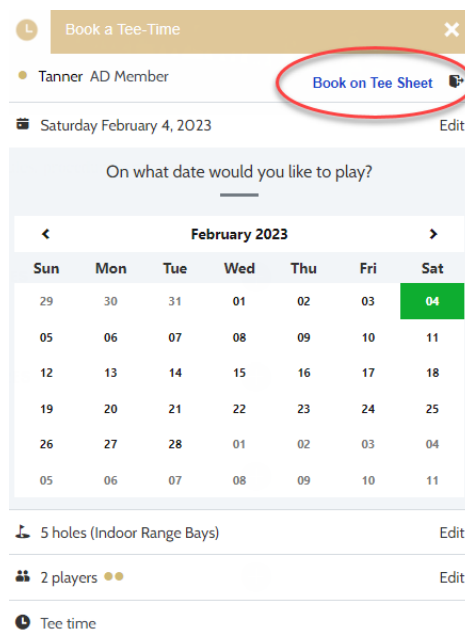
To get started, visit PurdueGolf.com and click on the "Book a Tee-Time" widget in the bottom right corner of the screen.



Next, click the gray "Members" tab to login to your account. Your login email is the same email we have on file at BBGC. If you need to reset your password, you can do so by selecting *Forgot Password?* from the login screen.

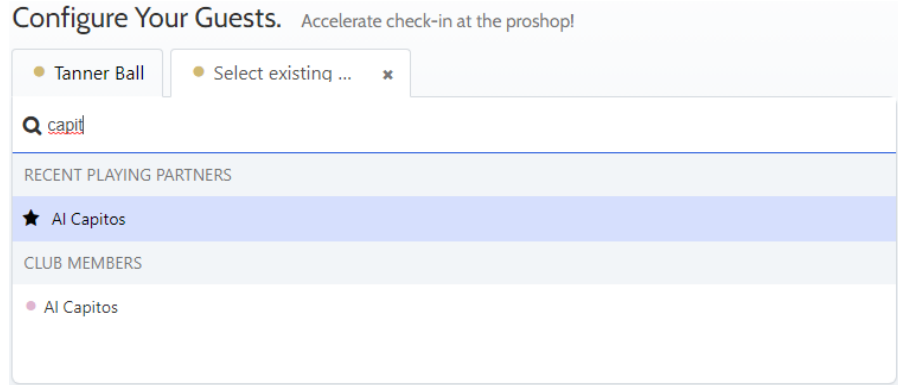


You have two ways to book – you may choose to *Book on Calendar* or *Book on Tee-Sheet*. The default view is *Book on Calendar*; however, you can choose *Book on Tee Sheet* by selecting that option in the upper right of the screen (circled on the screenshot below). *Book on Tee-Sheet* will allow you to see other members who are playing on that day.

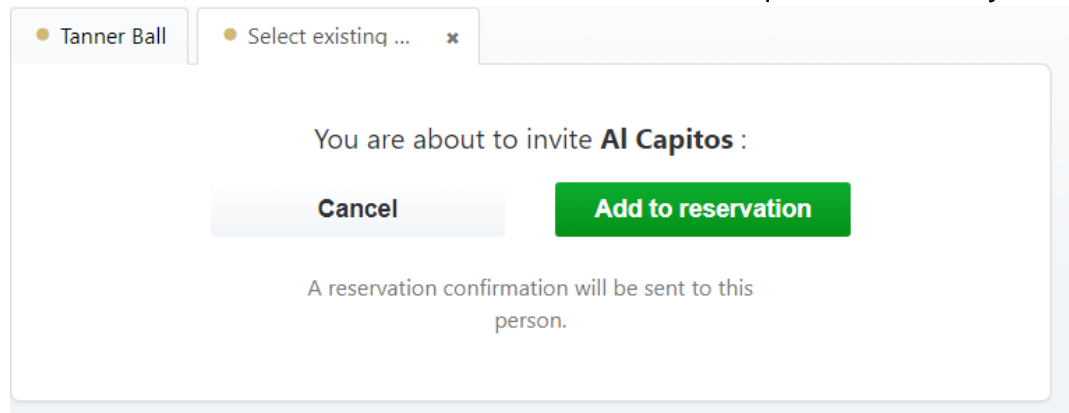


Booking Using the Calendar View

1. After you've logged in, select the date, number of holes, number of players in your group, and identify their player types, then click **Continue**.
2. Identify any other members in your group by clicking the tabs next to your name and searching for the player.



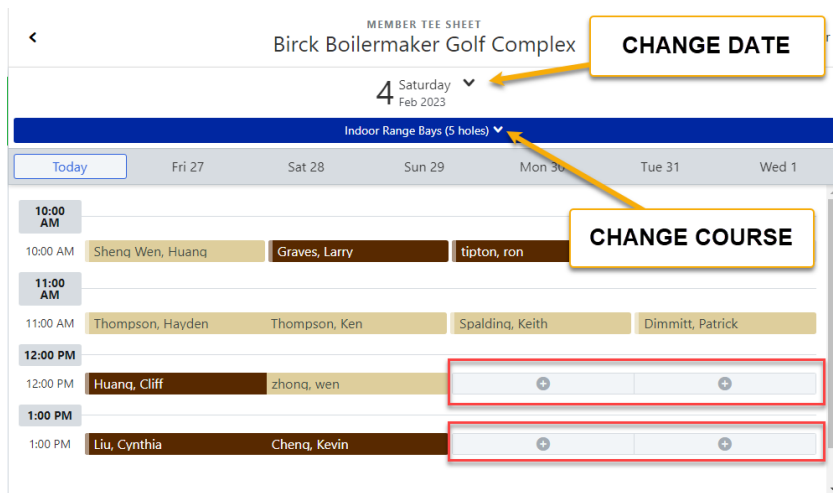
3. Click on the name and then select *Add to Reservation*. Repeat as necessary.




4. *Confirm* your reservation. An email confirmation will be sent to all players in the group Your booking will now appear on *Your Dashboard*.

Booking Using the Tee-Sheet

1. If you choose *Book on Tee Sheet*, you will be taken to a new screen. On that screen you will be able to select the date and course you wish to play. You will then see the tee times for the course and date you select. Open tee times are marked by the red box on the screenshot below.



2. Select an open tee time by clicking  and then press **Continue**.
3. If necessary, you will configure any guests who are included in your reservation. Your name will appear first, then click on Select Existing to enter name(s) of other players in your group. You can also use the search menu to enter name(s).

Configure Your Guests. Accelerate check-in at the proshop!

Tanner Ball | Select existing ... x

capit

RECENT PLAYING PARTNERS

- ★ Al Capitos

CLUB MEMBERS

- Al Capitos

4. Click on name then *Add to Reservation*. Repeat if necessary.

Tanner Ball | Select existing ... x

You are about to invite **Al Capitos** :

Cancel **Add to reservation**

A reservation confirmation will be sent to this person.

5. Select *Confirm Reservation* to accept the Terms and Conditions and to complete the process. If you need to leave a note with the Pro Shop, you may do so in the yellow box directly above the Confirm Reservation button.

TEE-TIME RESERVATION

Configure Your Guests. Accelerate check-in at the proshop!

Tanner Ball

Tanner Ball
AD Member
Scoring Factor: 14

Review & Confirm your Reservation

Leave a note for the proshop... (optional) 140 characters max.

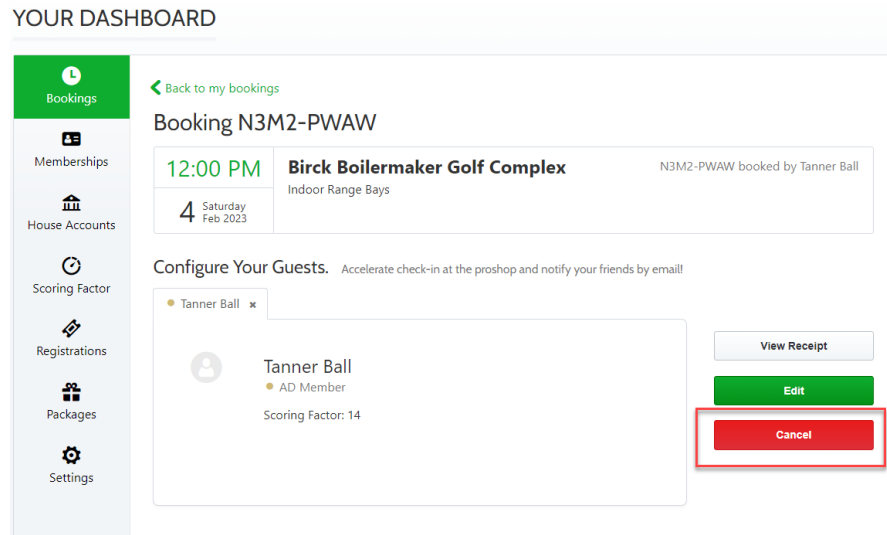
I agree to the [Booking Policy and Terms and Conditions of Birk Boilermaker Golf Complex](#), as well as [Chronogolf's Terms and Conditions](#) and understand that my personal data will be handled in accordance with [Chronogolf's Privacy Statement](#).

Confirm Reservation

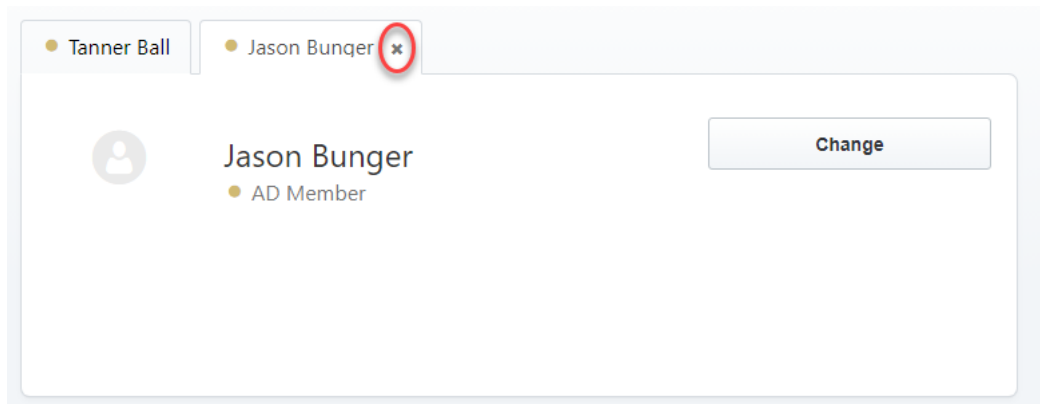
Your reservation is complete and now appears on Your Dashboard on the website, or through the Reservations option on the app. **Any guest or golf cart fees must be paid before booking and must be paid by the person booking the reservation.** A confirmation email will be sent to you.

CANCELLATIONS / EDITS MADE ON THE COMPUTER

Cancellations can be made by clicking **Cancel** as seen on the dashboard, then selecting *Confirm*. A cancellation email will be sent to you. This will cancel the entire reservation.



If you are canceling only one person from the reservation, click on the **X** on the tab, located to the left of the name of the person you are removing from the reservation. Then select *OK* to confirm you are removing that player.



Please note that cancellations can be made on the app up to thirty-six (36) hours prior to a reserved tee time. If you need to cancel your tee time within 36 hours of your reserved time, please call the BBGC Pro Shop. BBGC does reserve the right to charge the full

amount of the reservation for cancellations made within the 36-hour period prior to a reserved tee time and for no-shows.

If you wish to edit your tee time (e.g., move it to a new date or time), you may do so by selecting **Edit** located on the left of the screen. Once selecting a new date or time, you will need to select *Confirm Reservation*. You will receive an email confirming your updated reservation.

