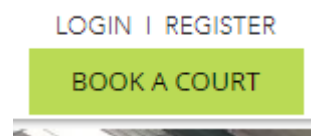
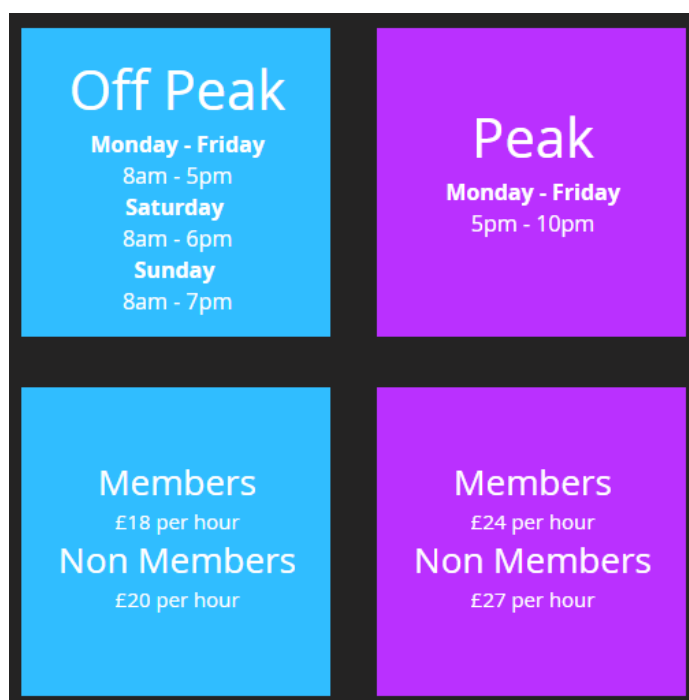


# How to book a court online

1. Click on the blue "Book a court" button in the top right corner of any page on our website.



2. **You are not able to book courts for the same day online.** If you are booking for today, please call 01494 449555 or look through these options and decide when you would like to play.



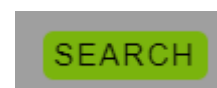
3. Once you have decided when you want to play, scroll down and select your appointment type. Here you need to know if you want to book Off Peak or Peak and how long you would like to play for.

*Please note, if you select a 120 minute appointment and there are none available your search will not return any results. In these cases, you may get more results if you select a 60 minute appointment as you will be able to see if there are any options for back to back bookings on different courts.*



4. After selecting the date you wish to book for, click the green search button.

*Please note, this will show you the availability for the day you searched for, plus the two days after, just incase there is limited availability on the day you initially request.*



5. You will then be presented with a number of available start times on any of the available courts. Click on one of the green start times to make your booking.

Thursday January 12, 2023

**Court 1**

15:00

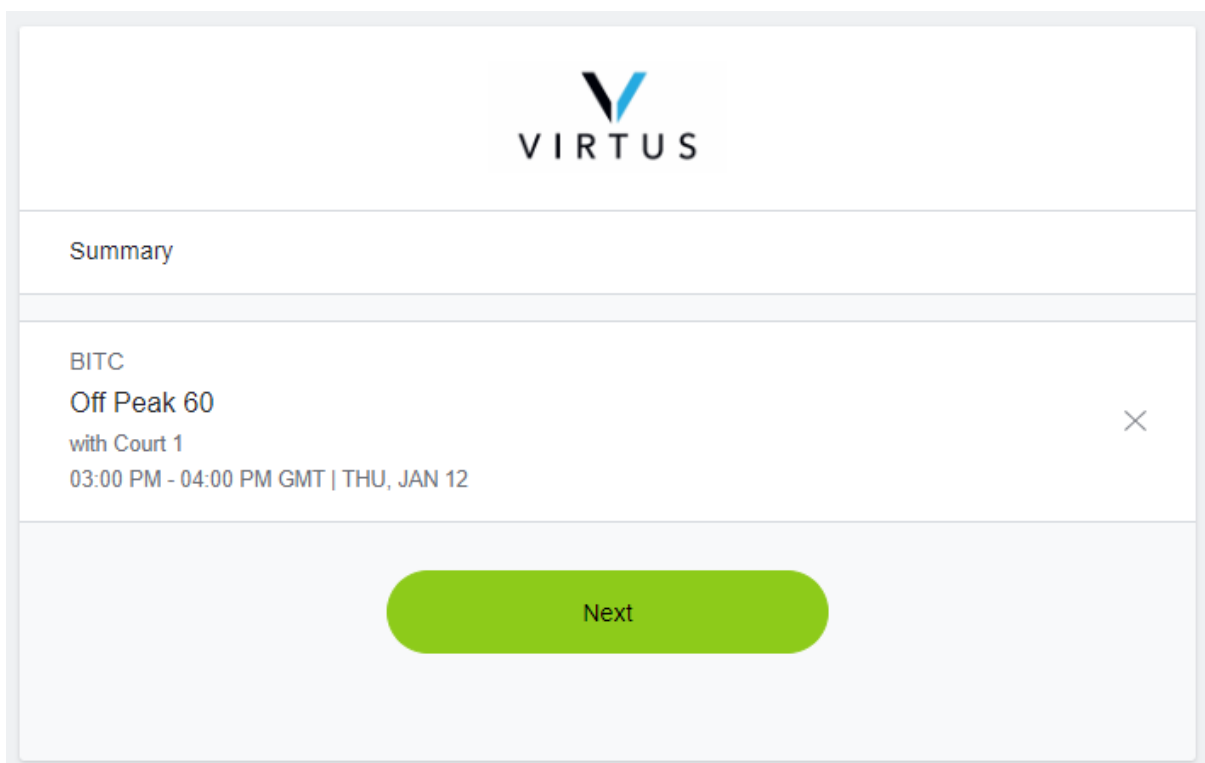
**Court 2**

15:00

**Court 3**

13:30

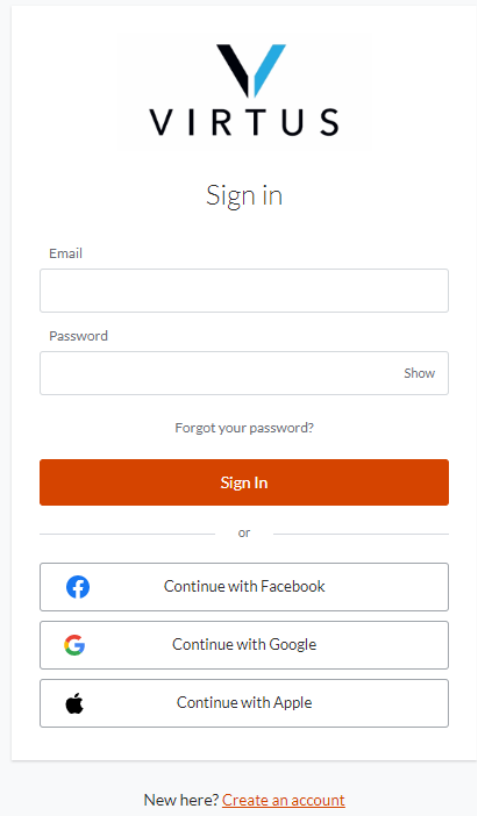
6. A new tab will then open showing a summary of the booking you are making.



The screenshot shows a web interface for Virtus. At the top center is the Virtus logo, which consists of a stylized 'V' with a blue and black gradient above the word 'VIRTUS' in a bold, black, sans-serif font. Below the logo is a horizontal line, followed by the word 'Summary' in a smaller, grey font. Another horizontal line follows. Below that, the booking details are listed: 'BITC' in a bold font, 'Off Peak 60' in a bold font, 'with Court 1' in a smaller font, and '03:00 PM - 04:00 PM GMT | THU, JAN 12' in a smaller font. To the right of these details is a small 'X' icon. At the bottom of the page is a large, rounded green button with the word 'Next' in white text.

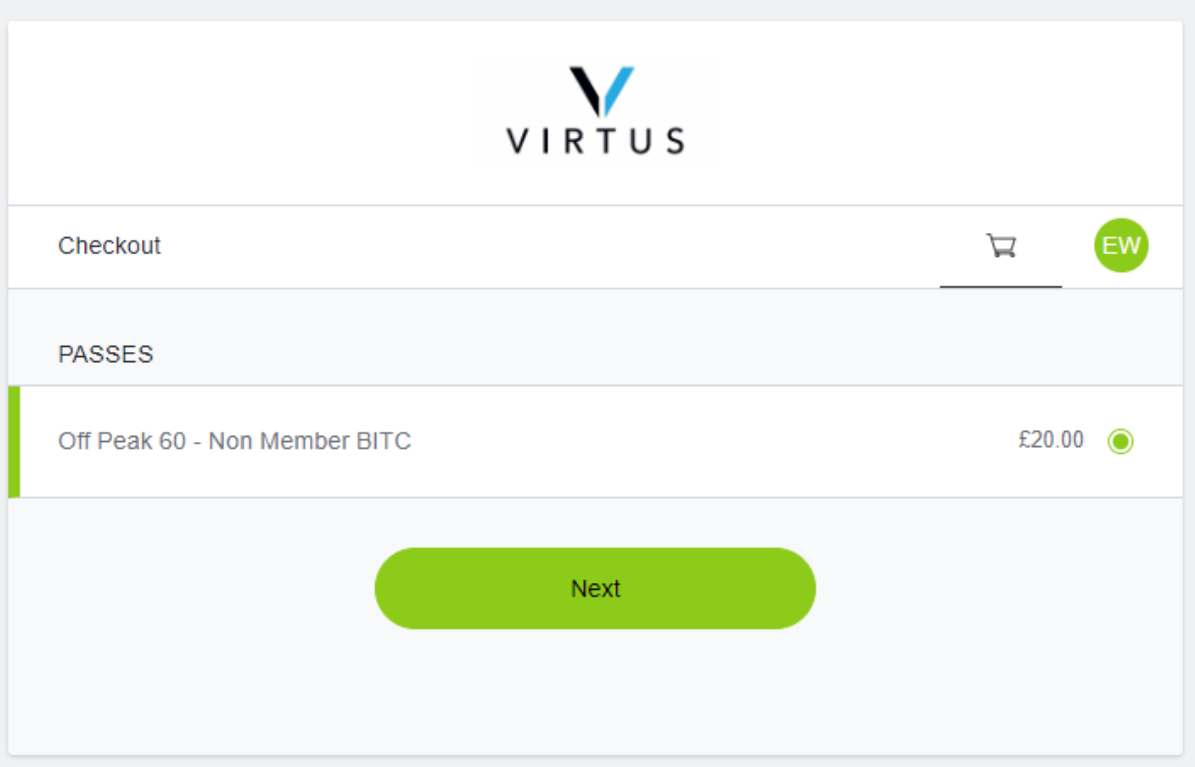
7. You will then be asked to sign in. If you have previously made an account, please use your log in details. If you have not booked anything online before, please click “create an account” at the bottom or log in with any of your social media accounts.

*Please note, even if you have previously booked something at Bucks Indoor Tennis Centre, you will need to create an account. This will prompt the system to marry up your records with your current one – as long as you use the same email address. If you create a duplicate account, one of the team will be able to help you merge them together.*



The screenshot shows the VIRTUS sign-in page. At the top is the VIRTUS logo. Below it is the text "Sign in". There are two input fields: "Email" and "Password". The "Password" field has a "Show" button to its right. Below the input fields is a link that says "Forgot your password?". There is a large orange "Sign In" button. Below this button is the text "or". There are three social media login options: "Continue with Facebook", "Continue with Google", and "Continue with Apple". At the bottom, there is a link that says "New here? [Create an account](#)".

8. You will then be shown your basket at the checkout to confirm the cost of your booking. If you are a member, it will show you the member price automatically.



The screenshot shows the VIRTUS checkout page. At the top is the VIRTUS logo. Below it is the text "Checkout" and a shopping cart icon. In the top right corner, there is a green circle with the text "EW". Below this is a section titled "PASSES". There is one item in the basket: "Off Peak 60 - Non Member BITC" with a price of "£20.00". At the bottom of the page, there is a large green button that says "Next".

9. You will then be asked to enter your payment details and press "Check out".

YOUR CART	
Off Peak 60 - Non Member BITC <a href="#">Remove</a>	£20.00
Tax	£0.00
Add promo code	▼
<b>Total</b>	<b>£20.00</b>

CARD INFO	
Name on card	
Card number	
Expiration	
January ▼	2023 ▼

BILLING ADDRESS	
Address	
City	
Country	
United Kingdom	▼
State	
Kent	▼
Postal code	

You will be charged when you tap Check Out

[Check Out](#)

10. Your booking is complete and you will receive an email to confirm this.

