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Sport Fit Bowie Mobile App Getting Started - Member



Sport Fit Bowie Mobile App

- We are excited to offer you the Sport Fit Bowie Mobile App this will be an ever evolving project to help improve our Member Experience
- This part of our User Guide will take you step by step in setting up the Sport Fit Bowie Mobile
- When completed, this app will provide you with a one-stop location to manage your Sport Fit Membership as well as making bookings for tennis courts, and all Sport Fit related programs and classes – for Members and Non-Members
- Our Users should also downloaded our Tennis User Guide,
- As we add additional features that will incorporate a wide range of kid's and adult programs, we'll create additional User Guides for all of our programs.

Sport Fit Bowie Mobile App Set Up

- There are two parts of the process in setting up the app for Sport Fit <u>Members</u>. The first part involves setting up the Sport Fit Bowie app which is what you will use for making tennis related bookings as well as managing your Sport Fit membership account. We are in the process of adding many more features to the app.
- The second part of the process is connecting the app to the Sport Fit member database. This second part is called <u>MyiClub</u> and you only have to do this once. This verifies your membership status and provides the link between the club and the app to make payments using the credit card you have on file.
- TIP: You can click on the MyiClub link in the app at any time, and change your credit card, download membership documents, and much more as detailed later in this guide.

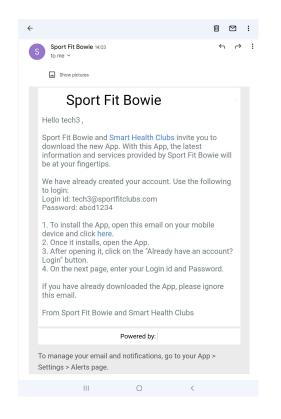
Sport Fit Bowie Mobile App

- Current Sport Fit Bowie members who have an active email address on file will have your accounts automatically set up in the app. You must wait for that email to complete setting up your Member account. If you don't receive that account creation email, send us a message to app.support@sportfitclubs.com and we'll create one.
- Non-Members will be able to download the app and create a user account, which will detailed in our Non-Member Mobile App Guide.

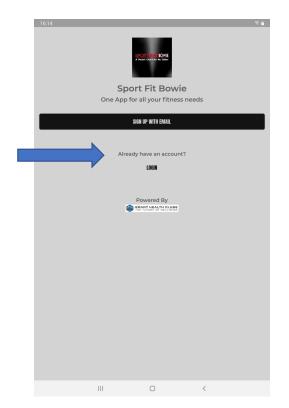
You can download the Sport Fit Bowie App by clicking the link in the welcome email, or by Scanning this QR Code:



Once your Sport Fit Bowie app is set up, you'll receive an email that looks like this:



Logging Into The App For The First Time As a member, you already have an account so click on Login under "Already have an account? Login"



This will take you to the login page where you will enter your email address and the temporary password <u>abcd1234</u>

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Once you are logged in, you will be taken to the Club Page – these next steps may seem like a lot, but you'll only have to do it once!



The first thing you should do on this page is to register for MyiClub – this will be used to validate your member type and allow you to make bookings - Click on the MyiClub Icon near the top of the screen:



This will take you to the MyiClub Member Sign in Page. Next you need to register for MyiClub so click on Register:

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Passv	vord		
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-	New r	nember?	
	Re	gister	

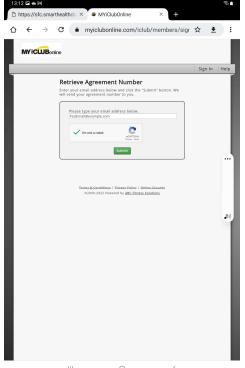
This will take you to the MyiClub Registration Page – if you know your Agreement #, you can enter it and continue to register:



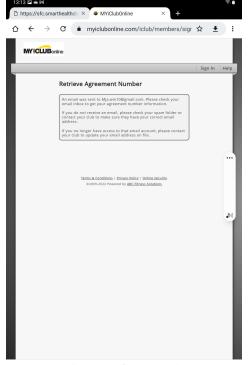
If you don't know your Agreement Number, Click on Retrieve Agreement Number:

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greement Nur	nber	
etrieve Agreer	nent Number	

Enter your email address - You Must Enter the Same Email Address that Sport Fit Bowie has on file for you – If you're not sure, please call the Front Desk at 301-262-4553 to confirm.

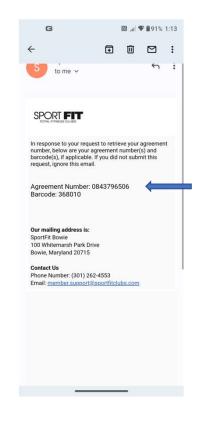


You will get the Confirmation Page next – at this point, check your email for your Agreement Number.



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Once you have your Agreement Number, go back to the Registration Page and complete your MyiClub Registration:



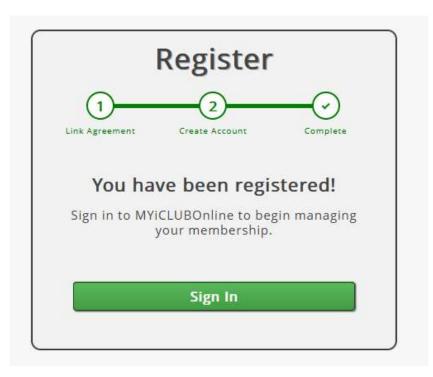
Now that you are back on the Registration Page, enter your Agreement Number, First and Last Name and Zip Code and Click Continue:

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Agree	ment Number	
<u>Retri</u>	eve Agreement Number	
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Now it's time to link your Agreement – Enter and Re-enter Your Email Address, <u>then use your email address as your username</u>. Enter and Reenter your password and Click Register.

Link Agreement Create Account Complete	
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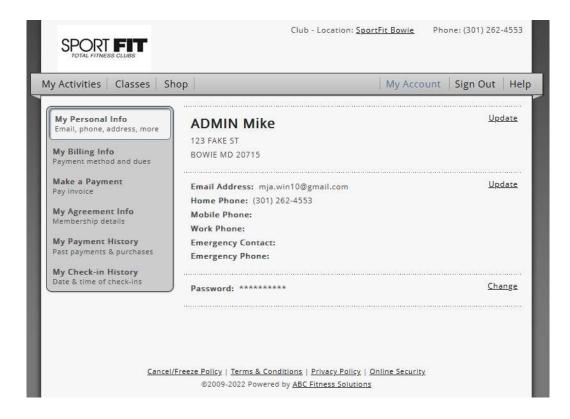
You are now Registered for MyiClub!



MyiClub will allow you to manage your Sport Fit Bowie member account, so let's log in and take a look around – enter your username and password, then click Sign In:

Username		••
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Password		
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	New member?	
	Register	

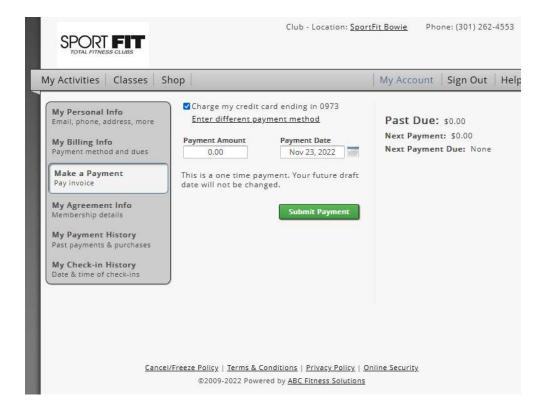
Once Logged in, you can Update your Personal Info:



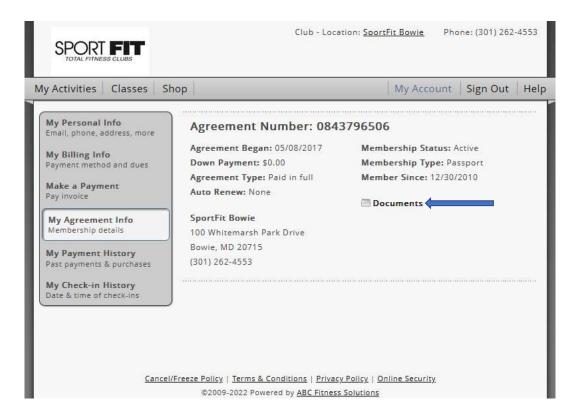
Update your Billing Info:

Activities Classes Sł	пор	My Account	Sign Out H
My Personal Info	Bast Duoi 20 00		
Email, phone, address, more	Past Due: \$0.00 Next Payment: \$0.00		
My Billing Info	Next Payment Due: None		
Payment method and dues			
Make a Payment Pay invoice	Stored Payment Method		
My Agreement Info	ADMIN TEST		
Membership details	Credit Card Type: Visa		Update
My Payment History	Credit Card ending in: 0973		
Past payments & purchases	Expiration Date: 07/27		
My Check-in History Date & time of check-ins			

Make a payment if due:



View your Agreement Details and your Agreement Documents:



View your Purchase History:

y Activities Classes Sh	ор			My Acco	unt S	ign O	ut H
My Personal Info Email, phone, address, more	Purchas	to 11/23/2022	Show				
My Billing Info	Date	Description	Location	Method	Price	Tax	Paid
Payment method and dues Make a Payment	11/23/2022	CT Rental Adv-1 Hr	SportFit Bowie - Bowie	Visa	\$36.00	\$0.00	\$36.00
Pay invoice	11/22/2022	SemiPriv Ten Les- Pro-2-60-M	SportFit Bowie - Bowie	Visa	-\$54.00	\$0.00	-\$54.00
My Agreement Info Membership details	11/22/2022	SemiPriv Ten Les- Pro-2-60-M	SportFit Bowie - Bowie	Visa	\$54.00	\$0.00	\$54.00
My Payment History	11/15/2022	CT Rental Adv 1.5 Hr	SportFit Bowie - Bowie	Visa	-\$54.00	\$0.00	-\$54.00
Past payments & purchases	11/15/2022	CT Rental Adv 1.5 Hr	SportFit Bowie - Bowie	Visa	\$54.00	\$0.00	\$54.00
My Check-in History Date & time of check-ins	11/14/2022	Tennis Les- Pro-60M-M	SportFit Bowie - Bowie	Visa	-\$100.00	\$0.00	-\$100.00
	11/14/2022	1.5 hr Ad Clin-DI-M	SportFit Bowie - Bowie	Visa	-\$49.00	\$0.00	-\$49.00
	11/14/2022	Ten Leag-1.5 hr- HS-M	SportFit Bowie - Bowie	Visa	-\$89.00	\$0.00	-\$89.00
	11/12/2022	Tennis Les- Pro-60M-M	SportFit Bowie - Bowie	Visa	\$100.00	\$0.00	\$100.00
	11/12/2022	1.5 hr Ad Clin-DI-M	SportFit Bowie - Bowie	Visa	\$49.00	\$0.00	\$49.00
	11/12/2022	Ten Leag-1.5 hr- HS-M	SportFit Bowie - Bowie	Visa	\$89.00	\$0.00	\$89.00
	10/20/2022	CT Rental Adv-1 Hr	SportFit Bowie - Bowie	Visa	-\$36.00	\$0.00	-\$36.00

View your Check In History:

My Personal Info Email, phone, address, more	09/24/2022	to 11/23/20	22 Show	8
My Billing Info	Date	Time	Location	Home Club
Payment method and dues	09/24/2022	11:54am	SportFit Bowie - Bowie	х
Make a Payment Pay involce My Agreement Info Membership details My Payment History Past payments & purchases	09/30/2022	1:19pm	SportFit Bowie - Bowie	X
My Check-in History Date & time of check-ins	J			

And More – <u>Note: We don't use the My Activities, Classes, or Shop</u> <u>Feature in MyiClub So Please Don't Use It</u> – it will all be handled in the Sport Fit App:

My Personal Info Email, phone, address, more	09/24/2022	to 11/23/20	22 Show	
My Billing Info	Date	Time	Location	Home Club
Payment method and dues	09/24/2022	11:54am	SportFit Bowie - Bowie	х
Make a Payment Pay invoice My Agreement Info Membership details My Payment History Past payments & purchases My Check-in History	09/30/2022	1:19pm	SportFit Bowie - Bowie	X
Date & time of check-ins	J			

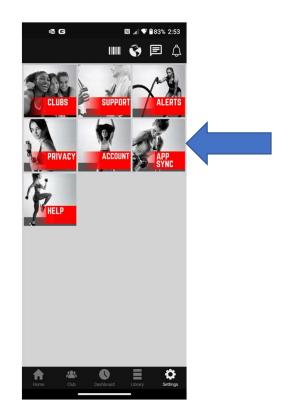
Important Payment Note

- You <u>MUST</u> have a credit card on file with Sport Fit in order to make bookings/purchases through the app.
- If you pay your dues by EFT, and don't have a credit card on file, stop by the Front Desk during business hours to add one. Adding a credit card for these purposes does not change the method we bill your monthly dues.

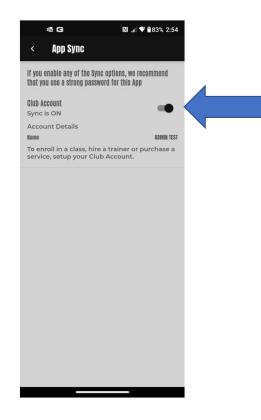
Now that you are registered in MyiClub, Go Back to the Club Page of the App and at the bottom right of the screen, click on Settings (the gear icon):



On the Settings Page, Click on App Sync:



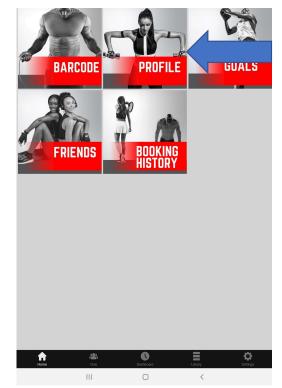
On the App Sync Page, move the slider to the right and the App is synced to your Sport Fit account. This must be done to allow you to use the app and receive the member benefits!



Click the back arrow at the top left of the screen and you'll be taken back to the Settings page – on the settings page, click the Home Icon on the bottom left of the app:



We're almost done, I promise! - Among that many exciting things this app will let you do is to expand your social network of like minded fitness enthusiasts. We also provide a method for booking your children. – We do this by setting up your profile, so Click Profile on this page:

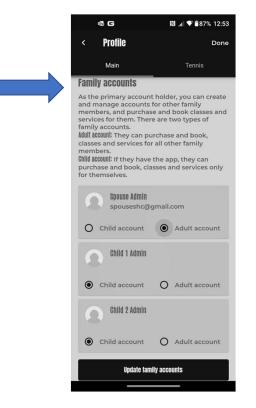


You will be on the Basic Section of your Profile which should already be mostly filled out, but feel free to change anything <u>except</u> your barcode.

NOTE: Make sure you enter your date of birth so your profile can be searched for by friends, a feature that is only available to those 18+. If you have children, we strongly recommend you add your photo.

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Nick Name*				
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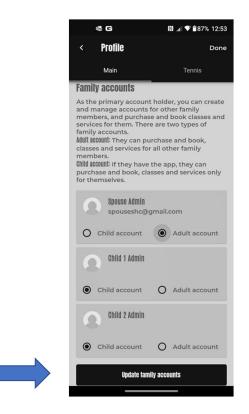
If you have Family Members, you can add them to your App account for booking into appropriate classes (Kid's Tennis, Swim Lessons, Summer Camps, etc.) A spouse can also set up an account and add their children so that either parent can make bookings for the children. Scroll down to the bottom of the Profile > Main Page > Family Accounts



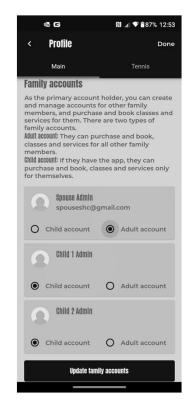
From there, you should see other family members. If you don't see a family member listed that you believe should be listed, first click on Update Family Accounts. If you still don't see the family member, please send an email to app.support@sportfitclubs.com



From there, you should see other family members. Select the type of account (Adult for over 18 / Child for Under 18) and Click Update Family accounts. This will link all your family members in one place.



Once you have all the family accounts linked, you'll need to provide additional information about kids, such as emergency contacts, allergies, medications, etc. When a child is registered for a program, this gives our staff the information needed to contact you immediately in the event of an emergency. Click on the child(s) name one at a time:



Fill in all the required fields. Tip: When entering the Date of Birth, click on the calendar to the right of the name, then select the birthyear from the drop down, then the month, and then the day.



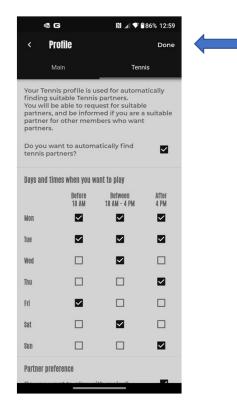
Fill in all the required fields, and we strongly recommend adding your child's photo. The photo can only be seen in the app and it allows for quick identification of your child in the event of an emergency. Once you've entered all the required info, scroll to the bottom,

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Please fill mandatory fields		
Please fill mandatory fields		
Date of Birth		
03-23-2009		
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Admin		
School Name*		
Allergles/Medication*		
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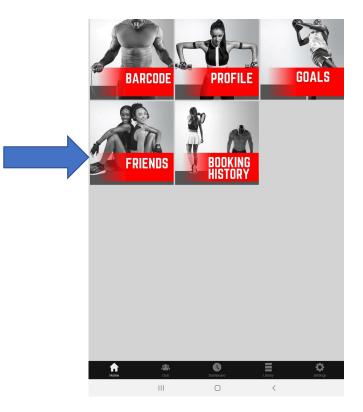
And click Done.

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< Child 2	Admin	Ō
Apartment/Suite		
city* Bowie		
state*		
country*		
20715		
mergency Contact Name* Admin Mike		
Country* – Phone		
	456-7890	
Barcode 212253		
country Phone	Number	
	DONE	

The app is designed to incorporate more social interaction and to use technology to expand your tennis life. If you are a Tennis player, Click on Tennis at the top of the Profile Page, then fill in your preferences – be sure to scroll all the way down! This will help you find new players to play with. Once you have completed it, Click Done at the Top Right of the App.



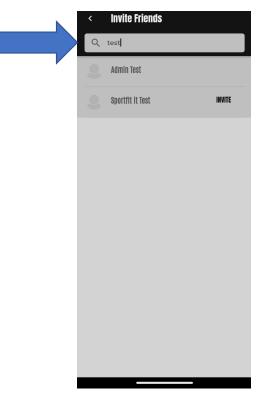
Next, let's go back to the Home Screen and click on "Friends" to set up your Friends list:



On the Invite Friends tab, you can invite friends by clicking on the + sign on the bottom right side of the app:



In the search bar, you can search by name, email address or barcode – when you find a friend to add, click on Invite and the friend will receive a notification. NOTE: You can only search for friends who are members of the club!



You will see in a moment why it's important to add your friends – you need them to help make Tennis bookings!

OK, that's it for the set up and you won't have to do it again!



Your Barcode will allow you to scan to check yourself into the club and view your upcoming calendar – at the top of any page, click on the Barcode Icon:



Click on the Barcode Icon to see your Club Barcode. You will also be able to view and cancel upcoming bookings – cancellations can be made up to 24 hours prior to the booking to prevent a charge – less than 24 hours will require the charge to be made:



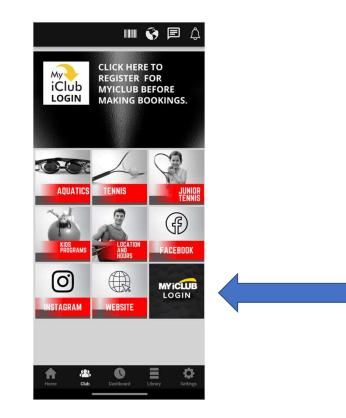
In Review: At the top of every page in the Mobile app, there is an icon for your barcode:



Good News! There are now bar code scanners at both Front Desks, and you can scan the barcode in the app to check yourself into the club! Of course, you can always give your name to the Front Desk Staff like you always have.



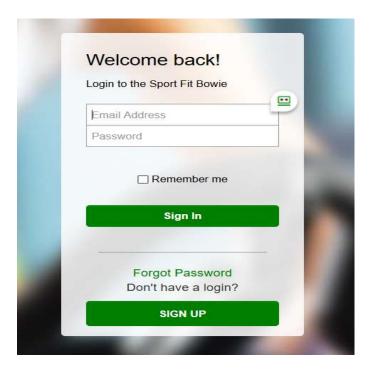
Need Help with your Sport Fit <u>Membership Account</u>? From the Club page, click on the MyiClub icon to manage your Sport Fit Account:



You should have already for MyiClub, so login in here (you can click Forgot username or password if needed):

MY iCLUBonline
Member Sign In
Username
Password
Remember Me
Sign In
I forgot my <u>username</u> or <u>password</u>
New member?
Register
If you are experiencing difficulty logging in or registering, please contact your club for further support.
Terms & Conditions Privacy.Policy Online Security ©2009-2022 Powered by <u>ABC Fitness Solutions</u>

As an adjunct to our Mobile App, we also offer a <u>Web App</u> that has limited capabilities — Refer to our Web App User Guide for full details. Go to and Bookmark <u>MySportFit.com</u>. From here you can go to the web app or download our User Guides



If You Need Any Assistance In the Web App

- Call the Front Desk at 301-262-4553
- Send us an email to <a>app.support@sportfitclubs.com
- Let us know what you think of the Sport Fit Bowie App and feel free to recommend anything that might help the app serve you better!
- Updates to this User Guide will be sent you as updates are issued.