## **GOLD COAST** RECREATION PRECINCT

# School Holiday Activity Bookings

## A guide to create your Perfect Gym account

## How to register

Your first step is to create a free guest account for yourself through our Perfect Gym portal.

Once set up, you will be able to use this account for future bookings at the Gold Coast Recreation Precinct. Follow these steps to set up your account:

- 1. Head to the Perfect Gym portal: <u>https://goldcoast.perfectgym.com.au/clientportal2/#/Login</u>
- 2. Click 'Find out more or join now'
- 3. Select 'School Holiday Program'
- 4. Select 'create guest account'
- 5. Fill in your personal details (not your child's)

## Add family members

If you are booking for a child (under 18yrs), add each child to your profile.

- 1. Return to <a href="https://goldcoast.perfectgym.com.au/clientportal2/#/Login">https://goldcoast.perfectgym.com.au/clientportal2/#/Login</a>
- 2. Choose Log in
- 3. Go to 'account' in the top menu
- 4. Go to 'Friends and Family'
- 5. Add a 'Family Member'
- 6. Select 'Memberships', then 'School Holiday Program'
- 7. Select 'School Holiday Program' again
- 8. Select today's date
- 9. Add participants details



- 10. At the bottom of the page select 'Read Full Agreement' then close the page and return to the portal and select 'yes', then sign.
- 11. Repeat steps to add another family member as required.

### **Book all participants**

- 1. Select 'Book' from the top menu
- 2. Go to 'School Holiday Program'
- 3. Select the dates you are after on the calendar
- 4. Select your activity from the calendar and click on 'Book Now'. You will then be taken through to our payment module.
- 5. Select participants name in the 'Booking for...' field
- 6. You can add multiple participants in the one transaction by adding each to your cart before paying.
- 7. Repeat this process for the remaining participants
- 8. Select 'Add to cart'
- 9. When everyone is added select 'next'.

#### Payment

- 1. View your cart, confirm details are correct.
- 2. Pay immediately by choosing your preferred method, to secure your spot.
- 3. Don't forget your booking isn't confirmed until payment is made.
- 4. Once complete, you can log out of your profile.

#### Notes

- 1. Congratulations, you've set up your profile and secured your spot.
- 2. You will receive a confirmation email from the Perfect Gym portal, keep this in a safe place.
- 3. By completing these steps in advance, you're all set. There is no extra paperwork required to be completed on the day of your activity, just check in at reception and you're good to go!