

Paddle Court Cancellation Instructions

1. Input your **Username**.
2. Input your **Password**.



3. Click on **Search** on the top navigation menu.
4. Under **Courts**, click on **Court Cancellations**.



Paddle Court Cancellation Instructions

- Click on the **Court Reservation** that you would like to **cancel**, by clicking on the appropriate **box with a check mark**.

WINNETKA PARK DISTRICT

WEATHER CANCELLATIONS

REGISTER NOW!
Online Registration

Home Search My Account Contact Us Event Calendar

Welcome, Smith-Test #32401 | Logout | Shopping Cart (0)

Search Criteria

Begin Transaction Date: 06/12/2016 End Transaction Date: 12/31/2099 Sort Option: Date

Begin Item Date: 06/12/2016 End Item Date: 12/31/2099 Sort Order: Ascending

Module: System Admin

Search

Your Records Available To Cancel

Showing 1 To 1 Total Results (1)

Description	Name	Date Range	Status	Location	Paid	Balance		
<input checked="" type="checkbox"/> Court 2 on 06/12/2017 at 1:30 pm to 2:30 pm at Platform Tennis	John	06/12/2017 -06/12/2017	Reserved	Platform Tennis	\$ 0.00	\$ 0.00	i	?
Grand Total					\$ 0.00	\$ 0.00		

Cancel This Item

- Type in a **Cancellation Reason**.

- Click on the **Continue** button.

WINNETKA PARK DISTRICT

WEATHER CANCELLATIONS

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Court 2 on 06/12/2017 at 1:30 pm to 2:30 pm at Platform Tennis for John Smith-Test (Cancellation)

Questions

Cancellation Code: --- Not Selected ---

Cancellation Reason: Time conflict

Continue Cancel

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9. Click on the **Proceed to Checkout** button.

The screenshot shows the Winnetka Park District website header with the logo, navigation menu (Home, Search, My Account, Contact Us, Event Calendar), and a welcome message for user Smith-Test #32401. A shopping cart notification indicates 'New Charges In Shopping Cart'. The cart contains one item: 'Court 2 on 06/12/2017 at 1:30 pm to 2:30 pm at Platform Tennis (Cancellation)' with a total fee of \$0.00. Below the cart table, the 'Proceed to Checkout' button is highlighted with a red box, along with 'Continue Shopping', 'Make A Donation', and 'Empty Cart' buttons.

Description	Name	Total Fees		
✕ Court 2 on 06/12/2017 at 1:30 pm to 2:30 pm at Platform Tennis (Cancellation)	John	\$ 0.00		
Grand Total Fees Due		\$ 0.00		
Total Old Balances Not in Shopping Cart		\$ 0.00		

10. Click on the **Continue** button.

The screenshot shows the Winnetka Park District website header with the navigation menu and welcome message. Below the header is a 'Summary of Charges' section showing all amounts at \$0.00. The 'Billing Information' section contains form fields for First Name (John), Last Name (Smith-Test), Home Phone w/area code (847)555-5050, and Email (redacted). Below the form, a message states: 'Click 'Continue' to initiate the payment authorization process and generate a confirmation receipt.' The 'Continue' button is highlighted with a red box, along with 'Back To Shopping Cart' and 'Make A Donation' buttons.

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11. Click on the **Continue Shopping** button or the **Logout** button.

Home Search My Account Contact Us Event Calendar

Welcome, Smith-Test #32401 | Logout | Shopping Cart (0)

Your Online transaction is complete. Please select an option below to continue.

View Confirmation Receipt (in .PDF format)

All receipts are in .PDF format and require Adobe Reader. Your browser must allow pop-ups to view receipts correctly.
Click here to download free Adobe Reader software from Adobe.com.

Email confirmation sent to: *

Submit

Your Confirmation Receipt was sent to the above email. If you would like to send it to a different address, enter in a new email and click Submit.

Continue Shopping Logout