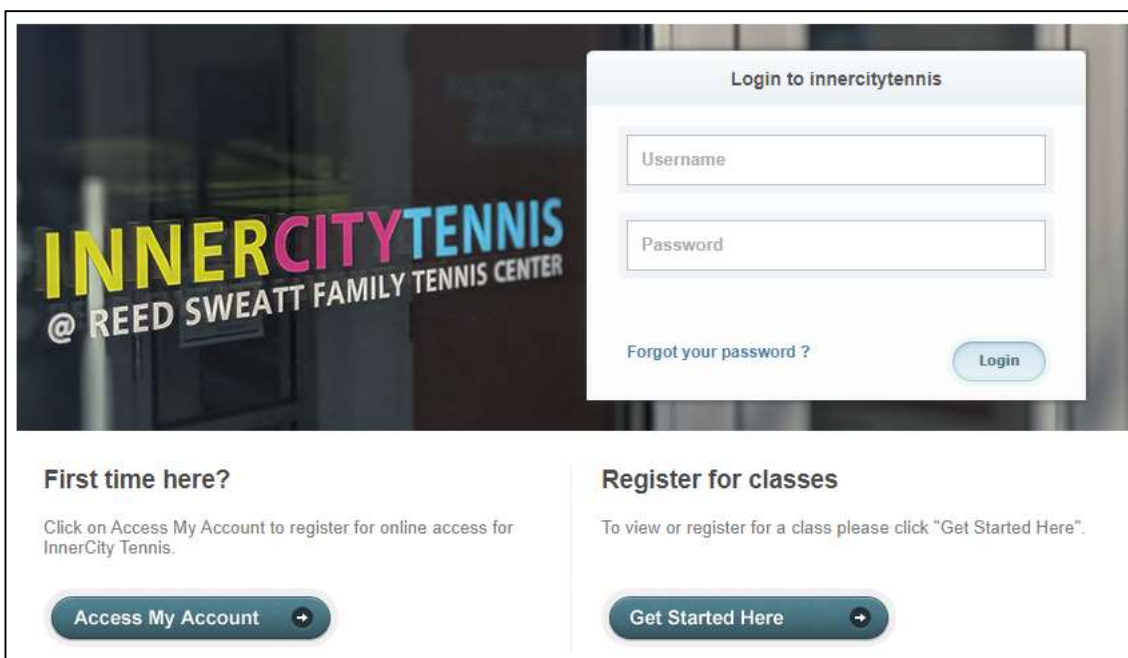


Welcome to your new InnerCity Tennis online portal. Accessing your online portal allows you to update personal information, view your statement, register for classes, and more! The guide below outlines the various features available to allow for effective use of your online portal.

1 HOW TO LOG IN

Initial Login: To access the member portal for the first time, begin by opening <https://innercitytennis.clubautomation.com/> - Do not include www. when opening the online portal.

Once on the site, locate the “Access My Account” button listed under “First time here?”.



The screenshot shows the login page for InnerCity Tennis. At the top, there is a banner with the text "INNERCITY TENNIS @ REED SWEATT FAMILY TENNIS CENTER". Below this, there is a "Login to innercitytennis" form with two input fields: "Username" and "Password". There is also a "Forgot your password?" link and a "Login" button. Below the login form, there are two columns of text. The left column is titled "First time here?" and contains the text "Click on Access My Account to register for online access for InnerCity Tennis." and an "Access My Account" button. The right column is titled "Register for classes" and contains the text "To view or register for a class please click 'Get Started Here'." and a "Get Started Here" button.

In the “Register Now” window, enter your first name, last name, and email address under “Find my account”. After entering your information, select “Search” in the bottom right corner.

Once your account has been identified, you will receive a “We found your account.” prompt. *A verification email will be sent to your email address with the final login instructions.* Please open your email to access these instructions. Please reach out to the club if your account access cannot be completed.

✕
Register Now

Find my account

To search for your existing account please enter your first name, last name and email then click search.

Find my Account

✔ We found your account.

An email has been sent to **"your email address"** contacting instructions to reset your account.

The email you receive includes a verification link that needs to be opened to complete the setup of process. Once the link is selected, you will be directed to an information page where you will enter/verify your personal information.

Note: You will only be directed to this information page during your initial log in. Future logins will not require this step.

Finally, complete all required fields on the information page, agree to the standard liability waiver, and select "Save Account". You will then be directed to the online portal home page!

InnerCity Tennis

[Online Access](#)

Please verify & complete your information in the form below

Contact Info

First Name *
Hillari

Last Name *
Hoerschelman

Address *

Emergency Contact Info

Full Name *

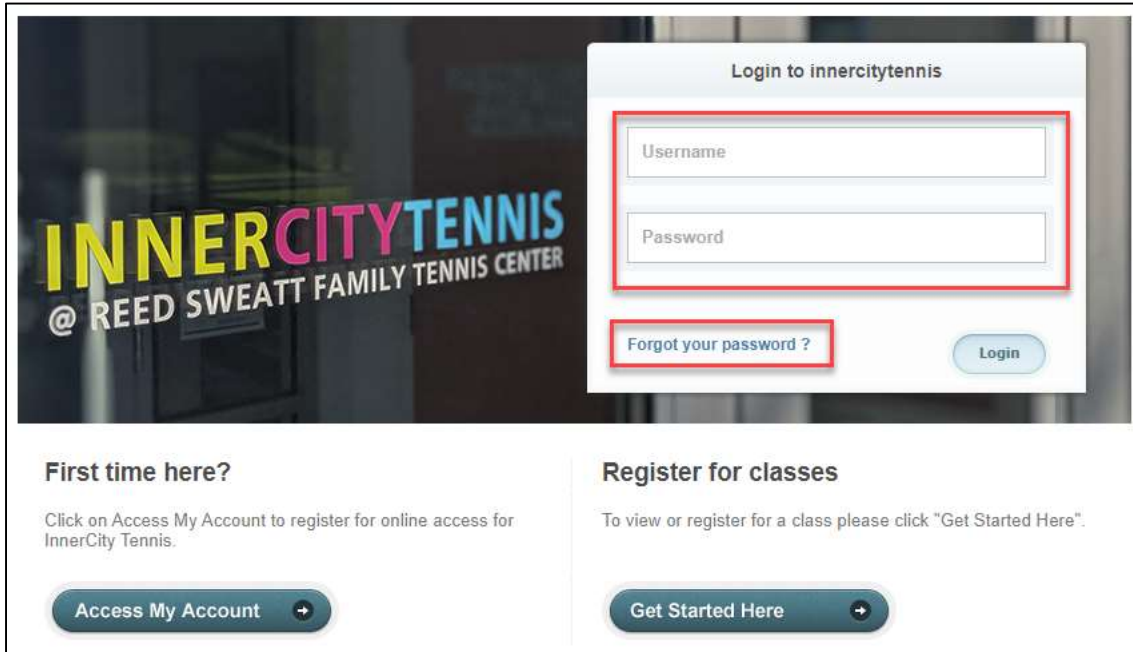
Relationship *

Phone *
 - -

Family Members

Name	Hans Hoerschelman	edit
Gender	Male	

Standard login: After completing the initial log in steps, your account has been created and you no longer need to use “Access My Account” to log in. Going forward, you will enter your username (*your email address*) and password in the Login box.



INNERCITY TENNIS
@ REED SWEATT FAMILY TENNIS CENTER

Login to innercitytennis

Username

Password

Forgot your password ?

Login

First time here?
Click on Access My Account to register for online access for InnerCity Tennis.

Access My Account

Register for classes
To view or register for a class please click "Get Started Here".

Get Started Here

Questions: If you have any problems accessing your account, select “Forgot your password?” and a new verification link will be sent to your email.

If you need help accessing your account or the email you provided isn't recognized by the system:

1. Email AccountHelp@innercitytennis.org
2. Call the front desk at 612.825.6844