MEMBER PORTAL OVERVIEW

**Home Page:** When logging in you will be directed to your “Home” page. The home page includes the following:

- **Current balance and membership type** – these will be listed just below your name.
- **Club Announcements** – be sure to review for any updates or announcements from the team at InnerCity Tennis.
- **Upcoming events and registrations** – listed on the right side of the home screen will be upcoming class, program registrations, or private lessons, etc.
- **Note:** if you are the primary account holder, select the dropdown menu to the right of your name to navigate to different family members’ profiles.
Member Portal Tabs: Located on the left side of the member portal are the tabs you will use to access your profile, classes, member statement, etc.

- **Home**: Navigate back to the “Home” screen outlined above
- **View My Info**: Update personal and billing information
- **View Courts**: Click to view our current court openings (online court booking to be available in the Summer)
- **Programs**: Register for program sessions such as:
  - Cities Academy
  - Adult Group Lessons
- **Drills & Events**: Register for drop-in classes:
  - Adult Drills
  - Super Saturdays Program
  - Upcoming Holiday Events and Mixers
- **View My Statement**: Review charges and payments posted to your statement
- **Pay my Bill**: Make online payments for outstanding charges on your account
- **Packages**: View packages and usage
- **Account Access**: Determine what linked family members can access on their portal
- **Notifications**: Opt in or out of club email communications