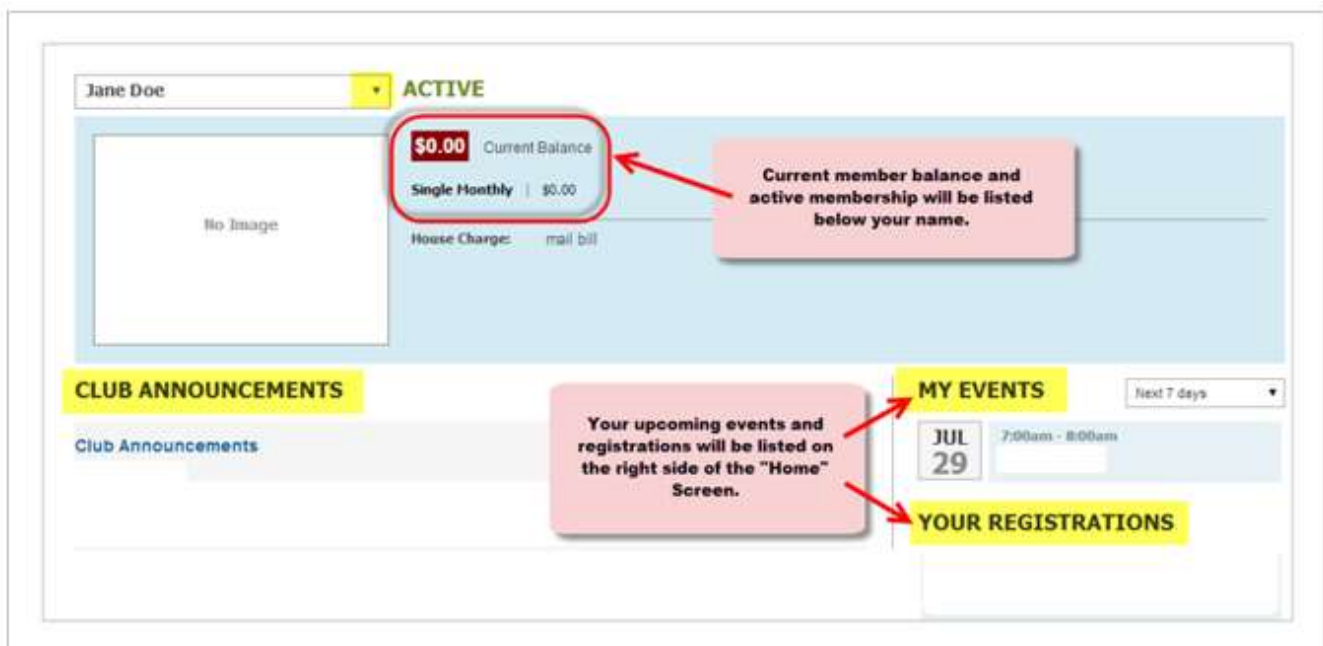


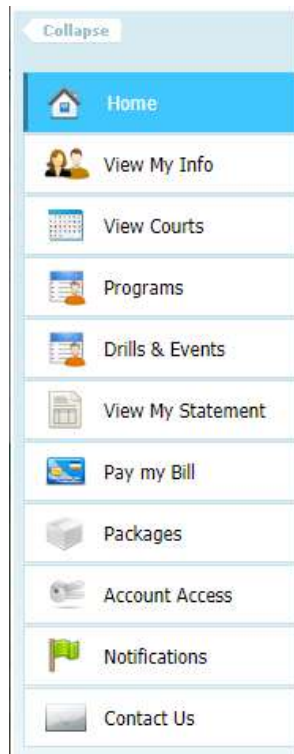
## 2 MEMBER PORTAL OVERVIEW

**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