Clarke Swim Center has begun taking reservations for public lap swimming for patrons 13 yrs+. All Swimmers must have a reservation to enter the facility. Patrons may use reserved lanes for Lap Swim, Water Exercise, or Water Walking. Space is not available for recreational swim.

Reservations are available one week in advance to the hour. This means on Friday, at 10:00am on the dot, reservations open for the next Friday at 10:00am.

We are not able to take reservations over the phone, in person, or via email. All patrons must reserve online at walnutcreekrec.org and then click to the aquatics webpage.

Click on “Log-In here to create a reservation”

The system will bring you to the log-in screen where you can either log-in to your account, or create an account.

Once you have logged into the system you will be brought to your client screen.

**CLIENT SCREEN**

- To book a class you will click “BookMe”
  - then “Book a class” to be led the the event page.
  - Click “Lap Swim” Under Aquatics to see the lap swim reservation schedule.

- To Purchase a membership you will click “BookMe”
  - Then “buy membership”
  - *The 15 punch pass is the only membership available*

- If you have a membership you will be able to see remaining punches here

- You will be able to see your registered events under the schedule tab

- We suggest putting in your finance information.
  - Click the “New” button next to the Finance Info section to input your credit card information, then click “save”
NAVIGATING THE LAP SWIM RESERVATION PAGE

Call for Info
-The course has already Started or is in the past.

Full / More Info
-The course is full and there are no waitlist spots available

Full – Waitlist Available
-Waitlist spots are still available

Spot(s) left / Register
-Space is available to register

ONCE YOU GET TO A RESERVATION PAGE

- Click the Register button to continue the registration process
- Only pay attention to the date in the banner of the screen.
- Do not pay attention to the “Similar Event” information
Select Attendees

Who would you like to book?

- Steven Cortes (You)
- Add Family Member

- Click the grey box next to the client that is attending name
- The next box will turn blue, click next

Questionnaire – Fee’s & Extras – Review

- Once you agree and read all rules and considerations check the grey “I agree” buttons. Once all are checked the blue next button will populate

- Select your fee.
  - Select the drop in fee of $6
  - If you have an active membership tied to your account you will see an option for drop-in fee with membership. *Please see note about current hold on membership sales in FAQ
  - If you do have an active membership but do not see it, please contact the front desk

- Review your order and click Checkout in the bottom right corner

- You will be brought to your cart.

Checkout

- If you have entered a credit card already you will see an option to use this
  - If you have several credit cards you can call our front desk to have your account cleaned up.
- If you see this error: Another patron has booked the spot and the space is no longer available

Payment Method

*This is not a credit card issue or error

Error Message

- An unexpected error occurred
Once you have completed a reservation you will receive a registration confirmation (or three) PerfectMind is having an issue with incorrect information being shown on these emails. Please double check your schedule for reservation information (See beginning of document)