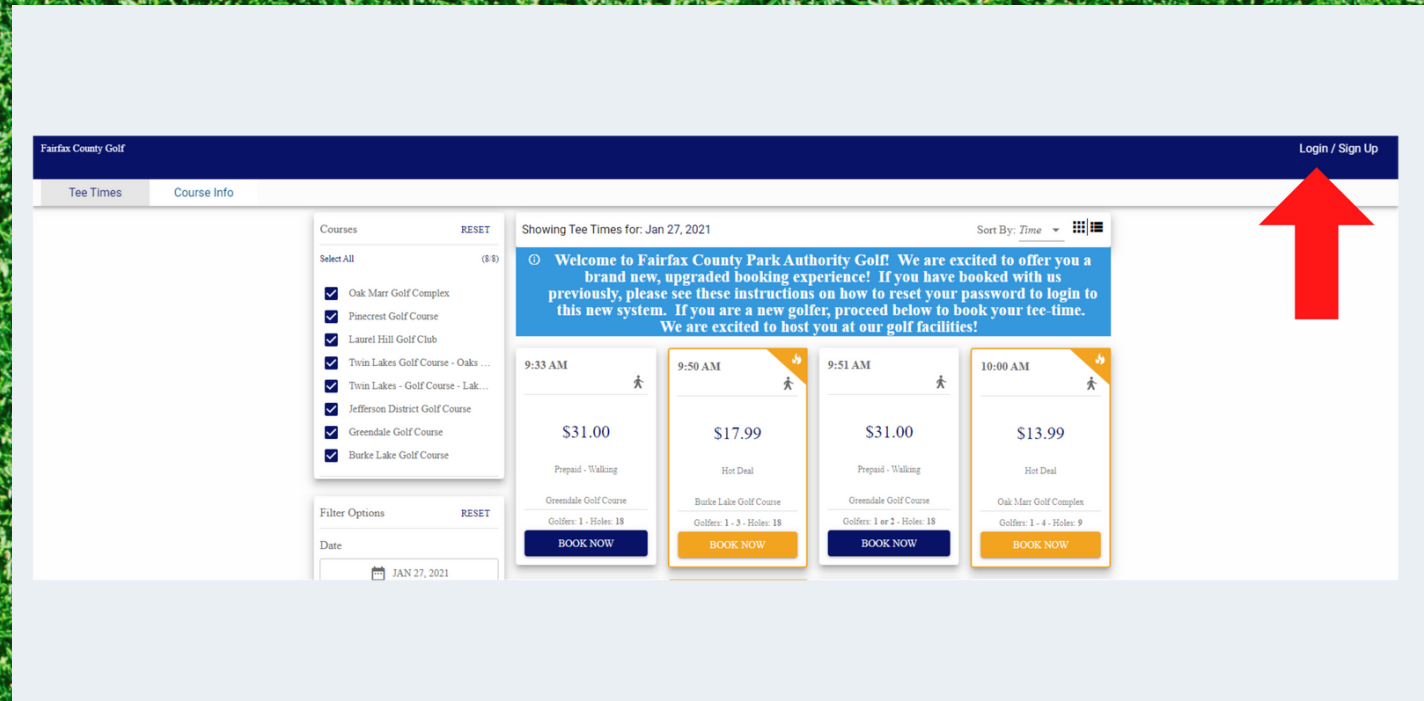


# Creating Your New Golfer Profile

## Step 1

Visit <https://fairfax-county-mco.book.teeitup.golf/?golfFacilityIds=17002%7C7743%7C7756%7C4595%7C17005%7C3485%7C17001%7C7742>

Select **LOGIN/SIGN UP** in the top right-hand corner of the booking engine.

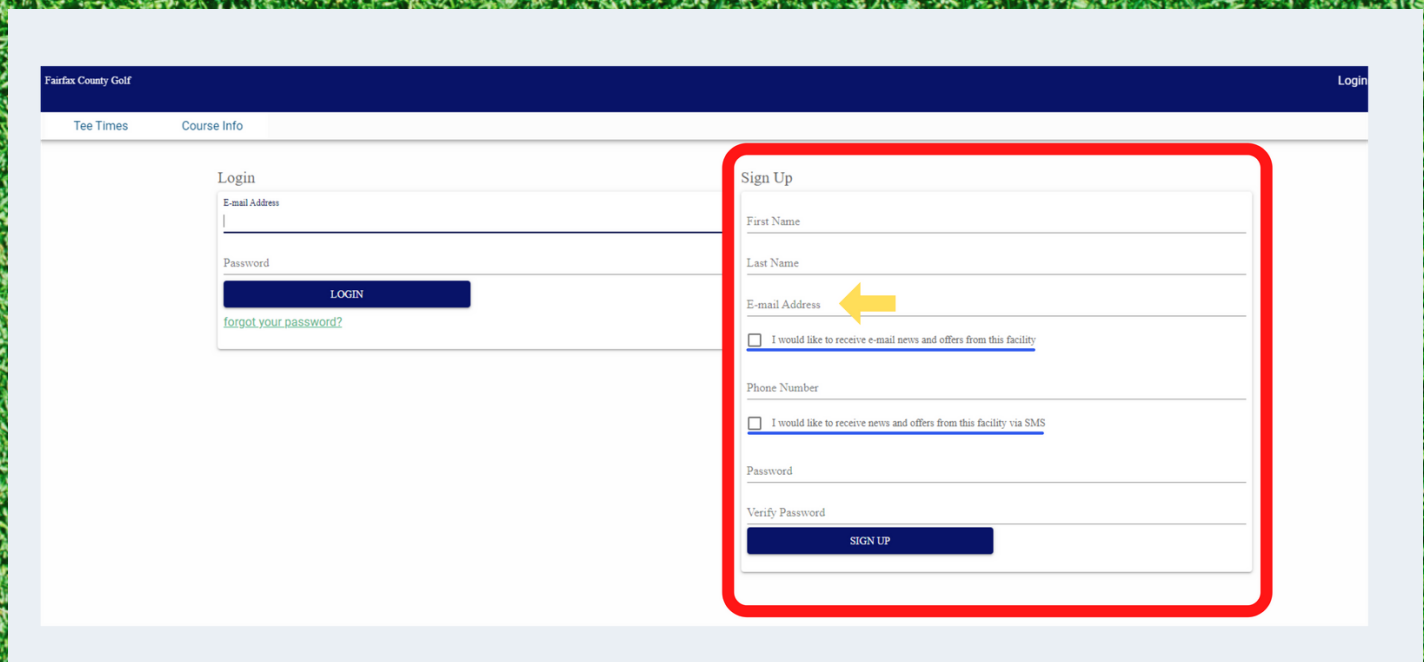


The screenshot shows the Fairfax County Golf website interface. At the top right, there is a dark blue navigation bar with the text "Fairfax County Golf" on the left and "Login / Sign Up" on the right. A red arrow points to the "Login / Sign Up" link. Below the navigation bar, there are tabs for "Tee Times" and "Course Info". The main content area displays a list of courses on the left, a central message box with a blue background, and a grid of tee time slots for January 27, 2021. The message box contains the text: "Welcome to Fairfax County Park Authority Golf! We are excited to offer you a brand new, upgraded booking experience! If you have booked with us previously, please see these instructions on how to reset your password to login to this new system. If you are a new golfer, proceed below to book your tee-time. We are excited to host you at our golf facilities!". The tee time slots include times like 9:33 AM, 9:50 AM, 9:51 AM, and 10:00 AM, with prices ranging from \$13.99 to \$31.00. Each slot has a "BOOK NOW" button.

## Step 2

On the next screen, fill out the required personal details under “Sign Up” and set your account password.

In the “Email” field, please use the email you usually use to make tee times. You can also opt in to receive course news and exclusive specials via email and text message



The screenshot shows the Fairfax County Golf website interface with the "Sign Up" form highlighted by a red border. The form is located on the right side of the page. It includes fields for "First Name", "Last Name", "E-mail Address", "Phone Number", "Password", and "Verify Password". There are two checkboxes for opting in to receive e-mail news and offers, and news and offers via SMS. A yellow arrow points to the "E-mail Address" field. Below the form is a "SIGN UP" button. On the left side of the page, there is a "Login" form with fields for "E-mail Address" and "Password", and a "LOGIN" button. A link for "forgot your password?" is also visible.

### Step 3

Once you've created your profile, you may now select and book your tee time.

The screenshot shows the Fairfax County Golf website interface. At the top, there are navigation tabs for "Tee Times", "Course Info", and "Reservations". The "Reservations" tab is active. Below the navigation, there are filters for "Courses" (with a "RESET" button), "Filter Options" (with a "RESET" button), "Date" (set to "JAN 28, 2021"), "Time" (set to "5 AM - 9 PM"), "Price" (set to "\$23.00 - \$35.00"), and "Golfers" (set to "ANY"). A blue notification banner at the top right reads: "Welcome to Fairfax County Park Authority Golf! We are excited to offer you a brand new, upgraded booking experience! Note: If you were registered in our previous system, please use the email address you had registered with us to ensure your players passes and ranges passes sync correctly on your booking profile. To get started, please create a NEW booking profile in our system by clicking the LOGIN/SIGN-UP button in the top right corner. SIGN-UP for a new profile with your information and create a password for your profile. Login and follow the steps to book your tee-time. We sincerely appreciate your patience as we work through this upgrade!". Below the notification, there is a grid of tee time slots. A red box highlights the 1:10 PM, 1:20 PM, 1:40 PM, and 2:00 PM slots. Each slot shows "View Rates", "Online Rate" (with a person icon), and "9 Holes" (with a person icon). The rates are \$35.00 for Online Rate and \$23.00 for 9 Holes. Below each slot, it says "Twin Lakes Golf Course - Lakes...", "Golfers: 1 - 4", and a "BOOK NOW" button.

### Step 4

If you need to modify or cancel your reservation, you **MUST** do it online, via your login on the booking engine.

Log back into the booking engine, and go to the **RESERVATIONS** tab, and modify and/or cancel reservations from there.

If you are unable to do it online, please call the golf shop.

The screenshot shows the Fairfax County Golf website interface. At the top, there are navigation tabs for "Tee Times", "Course Info", and "Reservations". The "Reservations" tab is active and highlighted with a red box. Below the navigation, there are filters for "Courses" (with a "RESET" button), "Filter Options" (with a "RESET" button), "Date" (set to "JAN 26, 2021"), "Time" (set to "5 AM - 9 PM"), "Price" (set to "\$23.00 - \$35.00"), and "Golfers" (set to "ANY"). A blue notification banner at the top right reads: "Welcome to Fairfax County Park Authority Golf! We are excited to offer you a brand new, upgraded booking experience! If you have booked with us previously, please see these instructions on how to reset your password to login to this new system. If you are a new golfer, proceed below to book your tee-time. We are excited to host you at our golf facilities!". Below the notification, it says "There are not any tee times available."