



# Volleyball, Pickleball, and Throwball Open Play (Walk-In) Session Self-Service booking instructions



## **Login to Self-Service Account**

- Navigate to <https://sparc.ezfacility.com> or scan the QR Code above from your smartphone or device.
- Click on the "Login" link from the menu options on the left side.
- If you are a first-time user, follow the instructions below to create an account.
- Login using your account details.

## **Book into an open-play (walk-in) session**

- Once logged in, click on the "Book Sessions" from the left side menu.
- Using the schedule calendar, find the session you want to attend and click on it.
- Make sure there is an open spot to book.
- If you already have a session pass package, use it to book the session. Otherwise, click on the "Buy Package" to purchase a single session or multiple sessions pass to book the session.
- Once booked, you can verify your booking using the "My Schedule" menu item on the left-hand side.
- Now, you can join the volleyball open-play session by stopping by the front desk and receiving a wristband.

## **Creating Self-Service Account**

- If you are an existing customer at Sparc Arena
  - You should have received an invitation to set up your self-service account.
  - If you don't have the self-service email invitation, please request the same by sending an email to [info@sparcarena.com](mailto:info@sparcarena.com).
  - Using the email invitation, set up your account.
- If you are NOT an existing customer at Sparc Arena
  - Click on the "Login" link from the menu options on the left side.
  - Click on the "Create Account" button on the login screen.
  - Once this information is filled out on the form, click Create Account.
  - Next, navigate to your email. You will receive an email with the subject line "Registration Confirmation".
  - Confirm the registration.