

Metro Parks Golf Course Tee Time Booking Procedures

1. Booking Window

Tee times for any given date are released exactly seven (7) days in advance, referred to as the **Release Day**.

2. Opening and Access Times

- **Opening Time:** The official opening time is the start time of the first scheduled tee time.
- **Door Opening:** Clubhouse doors will open 15–30 minutes prior to the Opening Time, depending on anticipated demand.

3. Methods of Booking

Bookings may be made in person, by phone, or online according to the schedule below:

- **In-Person Booking:** Begins at **Door Opening** on Release Day.
- **Phone Booking:** Begins at **Opening Time**, as staff become available to answer calls. *Note: Staff will have to prioritize assisting the line of in-person customers
- **Online Booking:** Begins at **10:00 AM** on Release Day. *Chronogolf Account required- Visit Chronogolf.com to create your online account.*

Booking Limits:

- For in-person and phone reservations, each individual may reserve **one tee time**. After 12:00PM on Release Day individuals may book multiple tee times with approval from the facility management.
- For online bookings, each individual may reserve **one tee time** (max of 4 players) per **Release Day**.

4. Group and Event Bookings

All group reservations and event bookings require prior approval from the Facility Manager.

* Groups are defined as greater than one tee time.

5. Event Calendar

Each facility must maintain and publicly post an event calendar identifying days when tee times will be limited or unavailable. This will be posted on each facilities' individual **Google Calendar**.

This calendar will be posted at least 30 days in advance.

6. Seasonal Adjustments

Opening Times may vary based on season or daylight conditions. Any seasonal adjustments will be posted both onsite and online. The updated operating hours at each facility will be posted on each courses Google page.

Example:

Tee times for **Saturday, June 20** will be released on **Saturday, June 13**:

- In-person at the Door Opening (e.g., 6:30 AM)
- By phone, at Opening Time (e.g., 7:00 AM)
- Online at 10:00 AM

7. Priority Groups

Leagues, tournaments, and special events may be scheduled in advance of the Release Day. These reservations are managed by the Facility Manager.

8. Audit and Monitoring

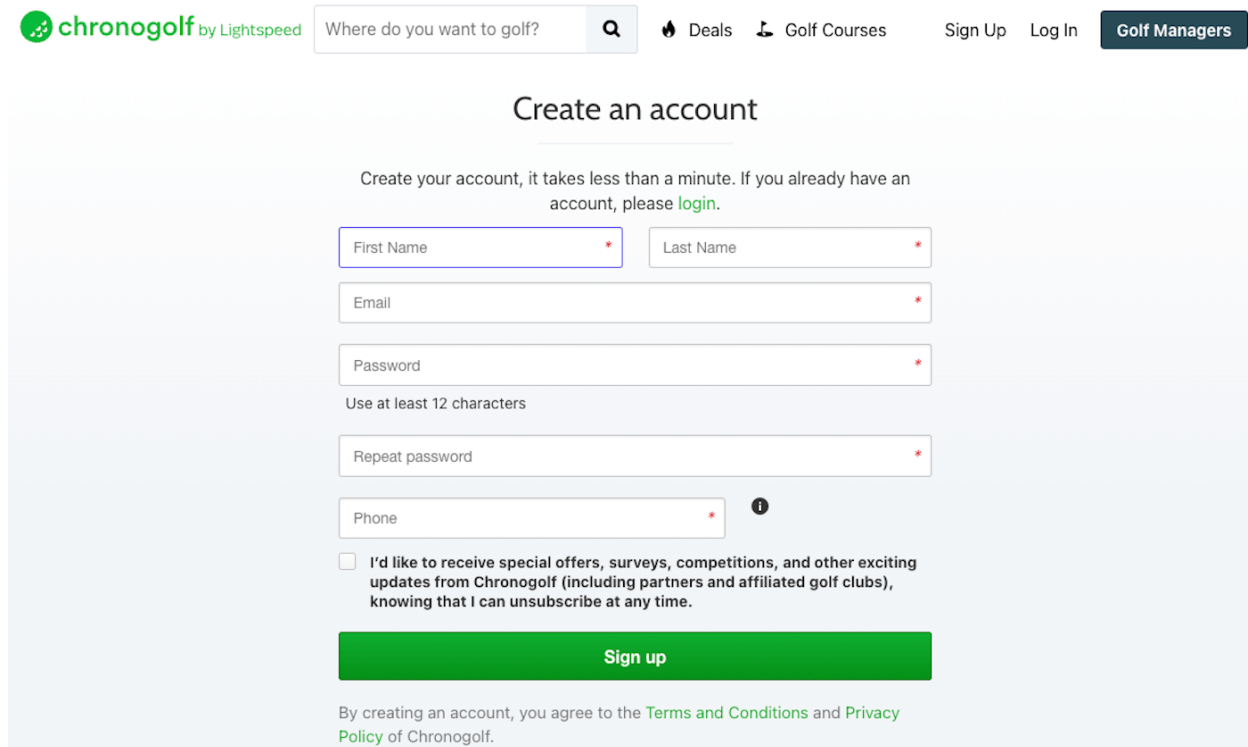
Staff may review booking logs for suspicious patterns or automated activity.

The facility reserves the right to adjust, decline, or cancel reservations that violate this policy, including:

- No-show patterns
- Duplicate or fraudulent bookings
- Misuse of online or phone booking systems

Registering for an account

1. Navigate to the [Chronogolf website](#).
2. Select **Sign up** in the top right corner.
3. Enter your name, email, password, and phone number.
4. Click **Sign up**.



The screenshot shows the Chronogolf website's registration page. At the top, there is a navigation bar with the Chronogolf logo, a search bar, and links for Deals, Golf Courses, Sign Up, Log In, and a Golf Managers button. The main heading is 'Create an account'. Below this, a message states: 'Create your account, it takes less than a minute. If you already have an account, please [login](#).' The form contains several input fields: 'First Name', 'Last Name', 'Email', 'Password' (with a note 'Use at least 12 characters'), 'Repeat password', and 'Phone'. There is a checkbox for receiving special offers. A green 'Sign up' button is at the bottom of the form. Below the button, a disclaimer states: 'By creating an account, you agree to the [Terms and Conditions](#) and [Privacy Policy](#) of Chronogolf.'

1. An account activation code will be sent to the email address you are signing up with. Use that code to [verify your account](#).
2. Once verified, you can [log in to your account](#).