HOW TO MAKE A RESERVATION AT



# I. Download the Asphalt Green MindBody app on your mobile device.

Visit the app store and search for "Asphalt Green" to download

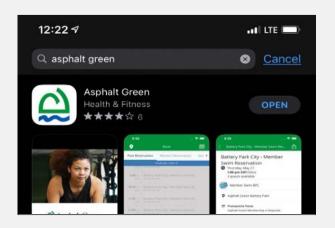


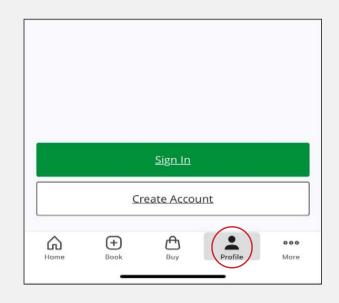
# 2. Open the app to log in.

The first time you open the app, you will be on the booking page. Select the "Profile" tab at the bottom of the screen to log in.

Select "Sign In," then enter the email address associated with your Asphalt Green account and password.

If this your first time using MindBody or you do not remember your password, select "Forgot your password?" and go to step 3. If you are logged in, skip to step 4.





App Store 1:47 PM Mon Jan 4		🗢 🖬 68% 🔲
	Sign In	
	AsphaltGreen	
	Sign in	
Email		
Password		ø
	Eorgot your password?	
	Sign In	
	or	
Ś.	Continue with Apple	
G	Continue with Google	
()	Continue with Facebook	
	Create an account	



# **3.** Forgot/reset password.

Enter your email address, then select "Send Link."

You will receive an email from MindBody to reset your password. Click the link in the email. A new tab will open in your web browser.

Choose a password that meets the requirements listed. Select "Set Password."

Return to the Asphalt Green MindBody app to sign in with your new password.

	() m	indbody					
		OUT password you a link to reset it					3
		Send Link					
11:27 AM Tue Jan 5			D	63	0	হিচা	45% 🔳
Mindbody To: uesgold@gm	ail.com				Detai	Is M	
Set a new p Today at 11:27 Af							
	and running again— <u>cli</u> secure; this link will exp		passw	<u>vord</u> . W	e want	your	
	NDBODY, Inc. eet, Suite 220, San Luis 9   <u>Privacy Policy and Yo</u>						
		nindhadu					
		nindbody					
	New Password		Show				

× Between 8 and 30 characters
× At least one upper case letter
× At least one lower case letter
× At least one number or special character



## 4. Make a reservation.

Select the +Book symbol on the bottom left of the page.

Use the navigation at the top of the screen to select the type of reservation you would like to make: water ex, group ex, personal training.

Use the location icon • on the upper left of your screen to select your campus. You can choose a favorite location by pressing the star, which will default your booking tab to your preferred campus.

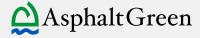
Use the calendar icon it to to view availability on specific dates. Select the time you wish to reserve, then select "Book Class." (Available times are clickable. Unavailable times are gray.)

A pop-up will indicate that your reservation was successful. Select "Add Reminder" to add the reservation to your calendar.

	Cindy Mena, Pro Trainer	1/14
10:30 am	Stretch, Strength, and Move Cindy Mena, Pro Trainer	3/12
10:30 am	Gentle Yoga Kevin Ryder	3/20
<b>6:00</b> pm	Hiit Camp John Mudd	1/12
<b>7:00</b> pm	Zumba Janet Lugo	0/12
	THURSDAY / OCTOBER 14	
9:30 am	Zumba Carlos Chavez	1/12
12:00 pm	Pilates Katie Montoya	4/14
6:00 pm	Power Stretch Micaela Volbrecht, Pro Trainer	1/20
6:30 nm	Hittamo	

Asphalt Green - U	Jpper East	Workout	Gro	up Cla	sses		A	Appoi	ntment
New York Asphalt Green - E	Battery Park	MONDAY / JANU/	NRY 04						
	M				Jan	uary 2	021		
12.00 pm	Lane 4 Member Swim	neserve a Member	SUN	MON	TUE	WED	THU	FRI	SAT
12:00 pm	Unner Cast Cide Decorte a Mamber I		27						2
12.00 pm		Upper East Side - Reserve a Member S Lane 5 Member Swim			5	6	7	8	9
<b>12:00</b> pm		Reserve a Member	10	11	12	13	14	15	16
			17	18	19	20	21	22	23
12:00 pm		Jpper East Side - Reserve a Member S ane 7 Member Swim		25	26	27	28	29	30

# Image: Provide and Prov



# 5. How to Cancel a Reservation

Open the Asphalt Green MindBody app.

Select "Profile" at the bottom of the screen.

All of your reservations appear under the "Schedule" tab within your profile.

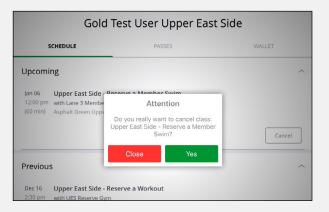
### Select "Cancel," and confirm when prompted.

(You can also cancel directly from the "Book" page immediately after you make a reservation.)

App Store 1	59 PM Mon Ja	an 4			? □ 65% □
< Book		Upper East S	Side - Reserve a M	lember Swim	
	Tuesday / Ja 12:00 PN 60 min   1 Sp		a Member Swim		
ane 3 Member Swi.	phalt Green U	oper Fast Side			
	Information: n Membership				
Limit two swi Teen membe Reservations Members ma	mmers per lar rs approved to are included in schedule on	use the pool are eligit n your membership; th	ole to make a reservat ere is no additional c rvation per day. Each	ion. sst to secure your spot. reservation includes 50	minutes of swim time
			Cancel Booking		
G	Book	▷ Video	🖰 Buy	O Profile	••• More

6:00 pm	Hiit Camp John Mudd	1/12
<b>7:00</b> pm	Zumba Janet Lugo	<u>•</u> >
	THURSDAY / OCTOBER 14	
9:30 am	Zumba Carlos Chavez	<u>₽</u> >
<b>12:00</b> pm	Pilates Katie Montoya	<u>\$</u> 4/14
<b>6:00</b> pm	Power Stretch Micaela Volbrecht, Pro Trainer	1/20 >
6:30 nm	Hiit Camp	æ.,
G Home	Book Buy Profile	ooo More

2:16 PM Tue .	Jan 5		🗢 🖵 34% 🗖
		Profile	Edit
	Gold	lest User Upper Eas	t Side
s	SCHEDULE	PASSES	WALLET
Upcomi	ng		^
<b>Jan 06</b> 12:00 pm (60 min)	with Lane 3 Member Sv		
			Cancel
Previou	s		^
Dec 16 2:30 pm (60 min)	Upper East Side - Re with UES Reserve Gym Asphalt Green Upper Ea		
			Rate and review





HOW TO MAKE A RESERVATION AT ASPHALT GREEN

# ONLINE

# I. Select "Pool Reservation" or "Fitness Center Reservation" from our homepage.

We recommend bookmarking these pages so they are easy to find!

# 2. Click "My Account" and log in.

If this your first time using MindBody or you do not remember your password, select "**Need new password?**" and go to step 3. If you are logged in, skip to step 4.

# **3.** Forgot/reset password.

Enter the email address associated with your Asphalt Green account, then select "Send Link."

You will receive an email from MindBody to reset your password. Click the link in the email. A new tab will open in your Web browser.

Choose a password that meets the requirements listed. Select "Set Password."

Return to the Asphalt Green website to sign in with your new password.



oking for poo	ol reservations?	<u>Click here.</u>				
IAKE A F	ITNESS C	ENTER RE	SERVATIO	<b>N</b>		
Find a C	lass				$\overline{\nabla}$	My Account
s	м	т	w	т	F	s
10	11	12	13	14	15	16
17	18	19	20	21	22	23

nail addre	ess	
8	Submit	
	nail addr	nail address Submit





# 4. Make a reservation.

Use the calendar to select the day you would like to make a reservation.

The filter icon  $\overline{\nabla}$  allows you to choose specific time frames and location. If you are making a swim reservation, you can also filter by lane.

Select "Book" next to the time you wish to reserve.

A pop-up will appear. Click "Next." (If you have not already logged in, you will be prompted to do so now.)

You're booked! You will see a confirmation on the screen and receive an email.

# 5. How to Cancel a Reservation

Select "My Account" at the top of the calendar to view your upcoming reservations.

Click "Cancel," and the booking will be removed from your schedule.

ELATED LINKS						nline reservation rcise classes un	
	RESERVATI	ON HOW-TO GU	IDE				
FACILITY HOURS	Asphalt Green	also offers virtu	al group exercise	e classes! <u>View I</u>	he virtual class	schedule here.	
POOL RESERVATION	Looking for poo						
FITNESS CENTER	MAKE A F	TITNESS C	ENTER RE	SERVATIO	ON		
RESERVATION	Find a C	lass					My Account
ITWIN FIELD SCHEDULE						$\bigcirc$	
	s	M	T	W	r	,	s
	3	4	5	0	7	8	9
	10	11	12	13	14	15	16
				Full Calendar			
	Thursday	y, January 7					
	06:30 AI	M - 07:30 AM	1				
	Upper Ed	ast Side - Res	erve a Worke	out			$\sim$
	UES Rese	rve Gym					BOOK
	49 of 50 of	<i>pen</i>					$\bigcirc$
	> View det	oils					
	06:30 AI	M - 07:30 AM	1				
	Battery P	Park - Reserv	e a Workout				
	BPC Rese						BOOK

<b>T</b>	W	т	F	s
5				
5	6	7	8	9
12	13	14	15	16
	12	12 13 Full Calendar		

AsphaltGreen							
Your Account				Ä	8		
					Log out		
Schedule	History	Passes	Purchases	Accou	int Info		
THURSDAY 1/7/20	21						
6:30 AM - 7:30	AM			_			
	Reserve a Workout			Co	ANCEL		
with UES Reserve							
Asphalt Green Upp	er East Side						
FRIDAY 1/8/2021							
6:30 AM - 7:30	AM						
	Reserve a Workout			C	ANCEL		
with UES Reserve							
Asphalt Green Upp	er East Side						

