

# PMGC Notice to Members

Thursday, 17 November 2011  
3:48 PM

**Sue Lacey**

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This notice contains graphics. [Click here](#) to view web version.



## MerimbulaGolf notice

### Booking your golf online

#### Launch of Online Timesheets

The long awaited access to online timesheets will be launched next Monday, 21st November.

- Access point will be in the Members area of the website.
- Access to currently open timesheets will be immediate upon registration.
- Timesheets for upcoming events will open at 7pm one week + one day prior to the event.
- You will be able to enter yourself and up to 3 other players in the same timeslot.
- You will be able to remove yourself from the timesheet; and also remove any other players you have entered.
- There is a two (2) minute time limit to complete your booking. In this time, the line is locked to other users.

#### What do I need to do to begin online booking?

You firstly need to Register.

- Once the page goes live, you can register at any time.
- You only need to **register once** before being able to begin booking online.
- Registration Process: [Read more.....](#)

#### How do I book online?

Timesheets are able to be accessed only after 7pm, one week + 1 day prior to the competition.

- Login using your Golfink number and password.
- Select your competition.
- Enter in an available space. Enter any other players required on the same line.
- Logout when completed [within 2 minutes]
- Booking Procedure. [Read more.....](#)
- Online booking will close at 5pm on the day prior to the event.

#### What if I.....?

Forget my password? There's a link at login to have your password sent to your specified email address.

Need to reset my Password? In the top right of the login screen, there's a link to your Profile. This is where you can change your password.

Change my email address? In your Profile, you can also change your email address.

Make a mistake or need to take my name out of a competition? Login; select the competition; then select

Remove.

Need more help? See Sue Lacey or Peter McMullen

### Finally.....

The terminals in the clubhouse will still be available for booking from 5pm one week + one day prior to the competition and throughout the days that the event is open.

If you need to withdraw from a competition after 5pm [on the day prior to] or on the day of the competition, you will need to ring the pro-shop or use the terminals in the clubhouse.

Happy booking!

Cheers Sue

*Sue Lacey [Director, Coordinator Website & eNews]*