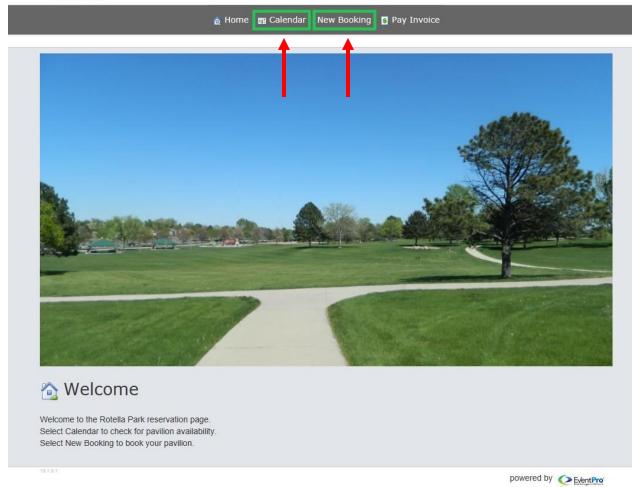




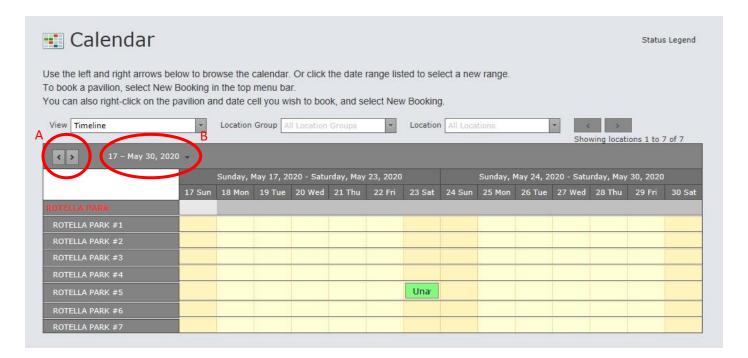
EPConnect Anonymous Account



This is the home page to book a Rotella Park pavilion.

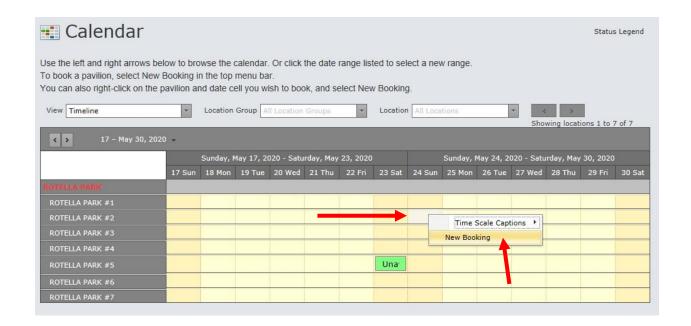
There are two ways to book a pavilion from here.

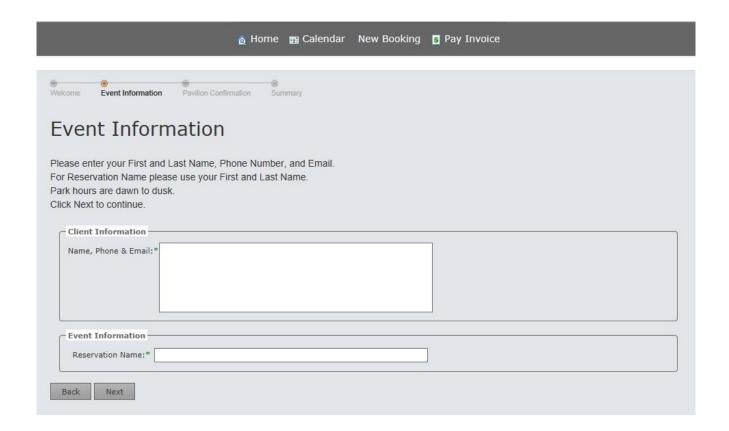
You can check the calendar and book that way, or you can click 'New Booking'.



This is the calendar that shows each pavilion at Rotella Park for a 14-day period. You can scroll through the calendar dates by clicking the left and right arrows (A) or by clicking the date range and selecting a new range (B)

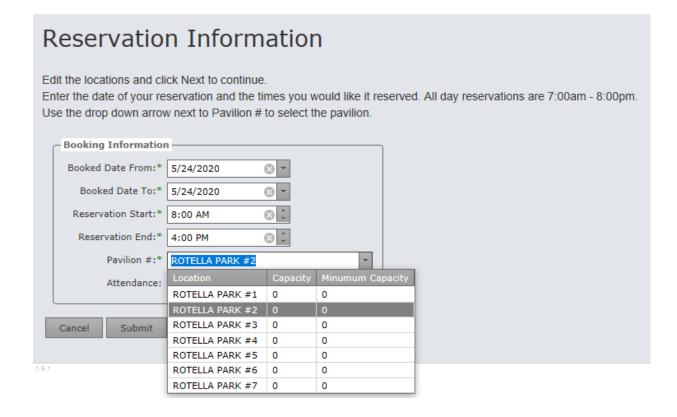
You'll notice that Pavilion #5 is booked on Saturday, May 23. To book a pavilion from the calendar, right-click and select New Booking. In this tutorial, we are booking Pavilion #2 for Sunday, May 24





When you click New Booking, either from the Home page or the Calendar, you will see a Welcome page and click Next. Then you will see the Event Information page above.

Please enter your First and Last Name, as well as your phone number and email address in the first text box. Under Reservation Name, please enter your First and Last Name. Click Next.



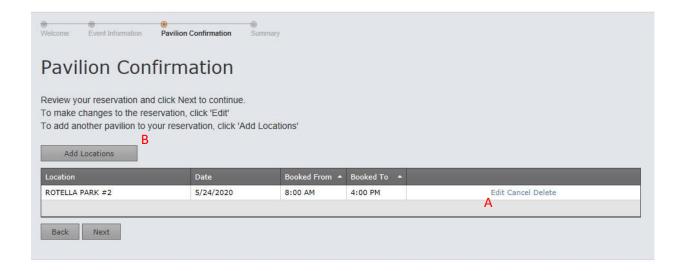
On the next page you will enter the reservation date. When you enter the date into 'Booked Date From', it will automatically fix the 'Booked Date To' match.

Reservation Start and End are the times for your pavilion. *All-day rentals are 7:00am – 8:00pm*.

Use the drop-down arrow next to Pavilion # to select the pavilion you want to reserve.

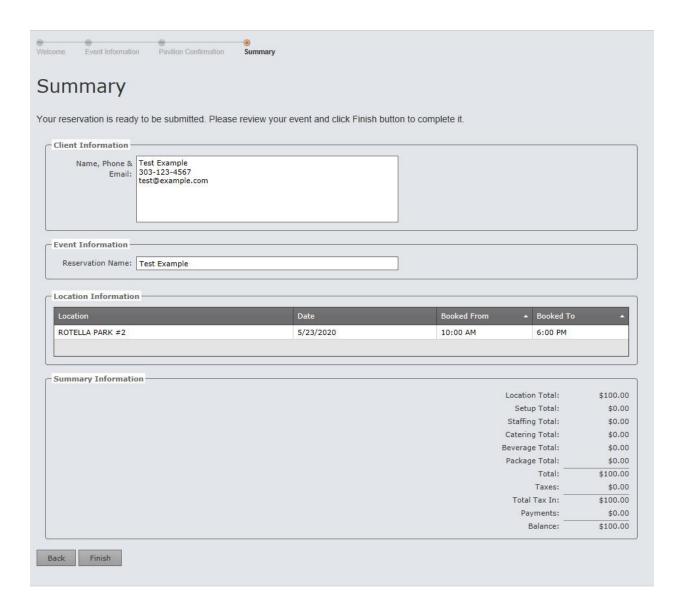
Each pavilion is the same in size and amenities and can hold up to 50 people.

Then click Submit.



This page will show the pavilion, date, and time you have just entered. Click Edit (A) to make changes or Add Locations (B) to book an additional pavilion.

NOTE: if you click Back, it will take you back to the page where you entered your name, number, and email. To continue click Next



This page will show you a summary of the reservation. Click Finish to submit the reservation.

9	successfully completed.				
Client Information –					
Name, Phone & Email:	Test Example 303-123-4567 test@example.com				
Event Information –					
Reservation Name:	Test Example				
Location Informatio	n				
		1,000			000
Location		Date	Booked From	▲ Booked To	*
ROTELLA PARK #2		5/23/2020	10:00 AM	6:00 PM	
	on	5/23/2020	10:00 AM	6:00 PM	
30.201 (4.015.3) (1.006.5) (30.207.5)	on	5/23/2020	. Sec. 000000	6:00 PM	\$100.0
	on-	5/23/2020	Lo	3000000000000	A CONTRACTOR
	on —	5/23/2020	Lo	cation Total:	\$0.0
	on —	5/23/2020	Lo	cation Total: Setup Total:	\$0.0 \$0.0
	on-	5/23/2020	Lo SI Ca	cation Total: Setup Total: affing Total:	\$0.0 \$0.0 \$0.0
	on-	5/23/2020	Lo Si Ca Bev	cation Total: Setup Total: taffing Total: tering Total:	\$0.0 \$0.0 \$0.0 \$0.0
	on —	5/23/2020	Lo Si Ca Bev	cation Total: Setup Total: taffing Total: tering Total: verage Total:	\$0.0 \$0.0 \$0.0 \$0.0
	on	5/23/2020	Lo Si Ca Bev	cation Total: Setup Total: taffing Total: tering Total: verage Total: ckage Total:	\$100.0 \$0.0 \$0.0 \$0.0 \$0.0 \$100.0
	on	5/23/2020	Lo SI Ca Bev Pa	cation Total: Setup Total: taffing Total: tering Total: verage Total: ckage Total: Total:	\$0.0 \$0.0 \$0.0 \$0.0 \$0.0
Summary Information	on	5/23/2020	Lo SI Ca Bev Pa	cation Total: Setup Total: taffing Total: tering Total: verage Total: ckage Total: Total: Taxes:	\$0.0 \$0.0 \$0.0 \$0.0 \$0.0 \$100.0

Success! You have booked a pavilion at Rotella Park.

Now you have two options:

- 1. Click Pay Now to pay with credit card. You will be redirected to PayPal to complete the transaction.
- 2. Save this page and come to the Parks Admin office located at 9755 Henderson Rd. Brighton CO 80601 to pay the \$100 rental fee with cash or check. Check can be made out to Adams County Parks.