



CHELSEA  RESERVATIONS

What is Chelsea? (Overview)

- Chelsea has been in business since 1987 and is located in Coral Springs, Florida with all support and programming remaining in the USA.
- The Chelsea system is one of the most widely used reservation systems and has installations throughout the U.S. including many in high end private and semi-private clubs in Florida.
- The Chelsea Reservation Tee Time System is an internet based system that is designed to distribute requested tee times in a fair, equitable and consistent manner.
- The Tee Time Reservation System will prioritize member requests and will ensure equal access for all members based on the club's rules.

Getting Started

- Members will be able to request or book tee times through a link on the club's website.
 - Go to:
 - Direct Link: <http://bonitanatl.chelseareservations.com>
 - OR <http://bonitanationalgolf.com> and click on the Golf Tab
 - OR <http://bonitanationalhoa.com/> and click on the Golf Tab
- Each member will log in for the first time using his or her Member Number and the default password of Bn1234.
 - Member numbers are made up of the 4 digit number found on your member ID card, followed by a zero (o) for men, one (1) for women, and a 2, 3, 4 etc. for any children on the membership.
 - Rather than a 1, transfer member numbers will start with a 7.
- Once you are logged in, you can then update your **email address**, password, **telephone number** and emergency contact information by clicking on Profile.
 - Email addresses are vital if you wish to receive confirmation of tee times

Details on Requesting a Tee Time

- Tee time requests will be accepted by the system between 14 to 5 days prior to the day of play. It does not matter when you make the request, as long as you get it in between 14 to 5 days in advance of play.
- Placement will occur 4 days prior to the day of play.
- All requests between 14 to 5 days will go into the queue for that day's play. It is not a first come, first served system and tee times are not based on the date or time the request is made.
- Tee times may be linked together with up to **Four (4)** foursomes per request playing in consecutive order.

Making a Request

- Select the day you would like to play from the drop down list.
- Enter the requested time. Choose the earliest time that you would prefer to play.
- Enter the Number of Tee Times (linked teams) and whether or not you prefer that the system break the link.
 - Choosing to break the link allows the system to place fewer groups from the link when the golf course is at its fullest (Example: Four groups are linked together but only 3 tee times are available. Breaking the link allows the first 3 groups to be placed while the fourth group moves to the Overflow List).
- Click Player Information

The screenshot shows a web browser window with the URL <http://bonitanatl.chelseareservations.com/golf/Request>. The page title is "Bonita National". The navigation bar includes links: Main, Request, Review, Booking, Profile. The user is logged in as "Hi! Test Member". The main heading is "MAKE A REQUEST". Below this are three tabs: "Tee Time Info" (selected), "Player Info", and "Confirmation". The "Tee Time Info" tab contains the following fields:

- Play Date:** Select the date you wish to play. (Dropdown menu: Select a Date)
- Course Selection:** Select a course sequence. (Dropdown menu: Bonita National)
- Requested Time:** Select the preferred time. (Requested: 09:00, Earliest: 07:30)
- Hole Selection:** Select the number of holes. (Dropdown menu: Select # Holes)
- # of Tee Times:** Enter the # of consecutive tee times desired. (Input: 1, Break Link: No)

At the bottom of the form is a button labeled "Player Information".

Tee Time Info

Making a Request

- Enter the member number for each player in your group.
- If you do not know each player's member number, click on the magnifying glass to search by last name.
- Use the guest drop down to add a guest.
- Enter your guest's first and last name
- Click "Add Members to Buddy List" if you wish to add the players to a quick list for future requests.
- Click Submit

The screenshot shows a web browser window with the URL <http://bonitanatl.chelseareservations.com/golf/Reque>. The page title is "Bonita National". The navigation bar includes links: Main, Request, Review, Booking, Profile. The main heading is "MAKE A REQUEST" with a sub-header "Hi! Test Member". Below this is a tabbed interface with "Tee Time Info", "Player Info", and "Confirmation". The "Player Info" tab is active, showing a form for adding guests. The form includes a "Member #" field with a magnifying glass icon, a "Guest" dropdown menu, and fields for "Guest First Name" and "Guest Last Name". There are three rows for adding guests, each with a "No Guest" dropdown. A checkbox labeled "Add Members to Test Member's Buddy List" is at the bottom. A "Submit" button is at the bottom right. The background of the page is a sunset over a golf course.

Member #	Guest	Guest First Name	Guest Last Name
	#1		
	No Guest		
	No Guest		
	No Guest		

☐ Add Members to Test Member's Buddy List

Player Information

Request Confirmation

http://bonitanatl.chelseareservations.com/golf/Reque Chelsea - Welcome! Chelsea - Request a Tee Time X

Page Safety Tgols

Bonita National

Main Request Review Booking Profile

MAKE A REQUEST Hi! Test Member

Tee Time Info Player Info Confirmation

Your Tee Time request has been recorded.

Play Date: September 25, 2017 - Monday
Course: Bonita National
Holes: 18
Requested Time: 09:00 AM

Team	Player	Conf #
1	STAFF STAFF - 22222	42396
	GUEST STAFF - 22222	
	GUEST STAFF - 22222	
	GUEST STAFF - 22222	

☐ Repeat Request Add Another Request

1

2

3

4

5

6

Request - Monday - September 25, 2017 - Message (HTML)

?

-

X

FILE

MESSAGE

Ignore

Junk

Delete

Reply

Reply All

Forward

More

Meeting

More

Move

Rules

OneNote

Actions

Mark Unread

Categorize

Follow Up

Translate

Find

Related

Select

Zoom

Zoom

Delete

Respond

Move

Tags

Editing

Zoom

Tue 9/19/2017 2:02 PM

BonitaNational@chelseareservations.net

Request - Monday - September 25, 2017

To

***** REQUEST *****

A Request has been accepted.

***** REQUEST *****

Date: Monday - September 25, 2017

Course: Bonita National

Requested Time: 09:00 am

Earliest Time: 07:30 am

of Holes: 18

STAFF STAFF

GUEST STAFF

GUEST STAFF

GUEST STAFF

Your Request confirmation number is 42396.

BonitaNational@chelseareservations.net

Request - Monday - September 25, 2017

Event Requests

- Event sign-ups can be found under the request tab, Add an Event Request.
- You will be able to sign up for any open events, given your membership type permits.
- Men's/Ladies Days – 14 Days in advance.
- Club Tournaments – Refer to the Membership Golf Guide for Tournament Details and how far in advance you may sign up.

The screenshot shows a web browser window with the URL <http://bonitanatl.chelseareservations.com/golf/Eventf>. The browser tabs include 'Chelsea - Welcome!' and 'Chelsea - Add an Event Req...'. The website header features the 'Bonita National' logo. A navigation bar contains links: Main, Request, Review, Booking, and Profile. The user is logged in as 'Hi! Test Member'. The main content area is titled 'ADD AN EVENT REQUEST' and includes a red warning message: 'Your event request is not accepted until you receive a 5 digit confirmation number.' Below this, there are two tabs: 'Event Info' (selected) and 'Confirmation'. The 'Event Info' tab contains a form with the label 'Event Date & Description:' and the instruction 'Select the event you wish to play.' A dropdown menu labeled 'Select an Event' is present. At the bottom of the form, a red message states: 'If event is not displayed, call (239)908-0704 to be placed on the event standby register.'

Reviewing Your Information

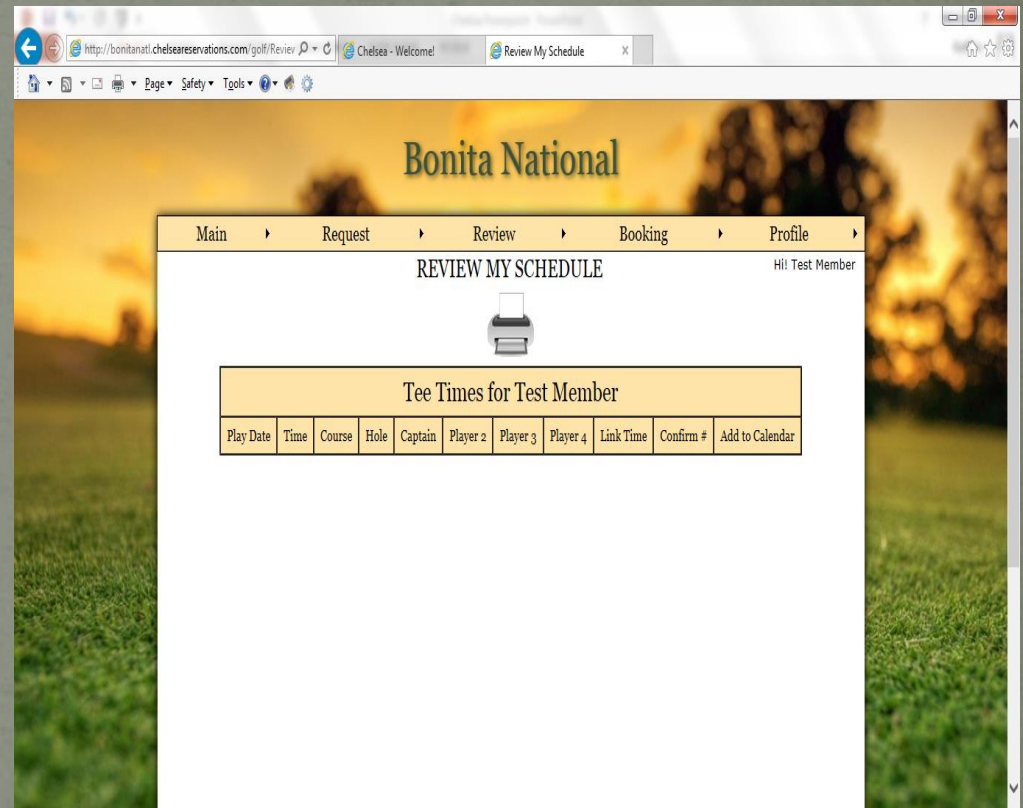
➤ Under the Review Tab:

➤ You can review your information which includes:

- Schedule
- Requests
- Overflow
- Points
- Play History

➤ You can also review:

- Friend's Schedules
- Event Requests
- Tee Sheets



Review My Schedule Screen

Tee Sheet Placement

- Placement occurs 4 days in advance. This means if you've made a request, your request will turn into an actual tee time and you will be notified of that tee time at approximately 10am on that 4th day in advance.
- Once placement has occurred and the tee sheet has been established, email confirmations will be sent to each member with the assigned date, time and course information. (Provided the email address has been added on your profile)

Day of Play	Deadline for Request	Tee Time Results
Monday	Wednesday @ Midnight	Thursday @ 10am
Tuesday	Thursday @ Midnight	Friday @ 10am
Wednesday	Friday @ Midnight	Saturday @ 10am
Thursday	Saturday @ Midnight	Sunday @ 10am
Friday	Sunday @ Midnight	Monday @ 10am
Saturday	Monday @ Midnight	Tuesday @ 10am
Sunday	Tuesday @ Midnight	Wednesday @ 10am

Play History/Placement

- Tee time placement is based on the past 14 days for each player in the group.
- The Chelsea System assigns one (1) point per player at placement and (1) point per player at day's end, but not both.
- For every hour after the requested time a group is placed, players will receive a deduction of .1 from a full point.
 - Example: Requested Time – 9:00am
Actual Placed Time – 11:00am
 - Each player would only receive .8 points at placement (maximum of .4 points taken off)

Play History/Placement

- At the time of placement, the total number of points in each group is divided by the number of players in the group for an average team total.

Example:

Member A	5 Points last 14 days
Member B	2 Points last 14 days
Member C	7 Points last 14 days
Member D	6 Points last 14 days

Average Team Total Points = 5

- The team with the lowest average team total will get placed first.

Example:

2 Groups requesting 9AM.

Group 1 Average Team Total	3 Points
Group 2 Average Team Total	4 Points

Group 1 would be placed at the 9AM tee time, and Group 2 would then be evaluated against all others requesting a tee time before and after 9AM, provided it is within their requested range.

Overflow

- When the tee sheet is processed for a day and there are more requests than available tee times, groups with higher play history averages will be placed onto an overflow or waiting list.
- The groups on this list will be ranked in order of team play history average.
- If and when there are cancellations for that day, the Golf Shop staff will contact groups on the overflow list in ranking order to give that group 'first right of refusal' for the open tee time.
 - Groups contacted by Golf Shop staff for a cancelled tee time will be given a specified time limit to accept or decline. If the time limit expires before a decision has been made, it will be considered to have been declined and staff will move on to the next group on the list.

Booking a Tee Time

- Once the tee sheet has been processed and tee times are placed, you are able to add yourself to any open tee times available on the tee sheet.
- Under the Booking Tab:
 - Add a Booking
 - Select Day, Time to Review, and Enter Player Information
 - Click Display Times
- Click on any available times to add your group into that selected time and click Submit.
- Members can make a tee time (booking) up to 6am for the same day. Members cannot edit/delete tee times after 5pm on the previous day of play. This allows the golf staff in keeping the current days tee sheet organized.

Chelsea - Booking a Tee Time

travisobay.chelseareservations.com/Golf/Booking/BookingNew.aspx

PGALinks - PGA Mem... Mail :: Welcome to Ma... GolfNow Central GHIN Handicap Progr... South Florida PGA Golf PGA Professional Me... Ohio State Football ne... Naples, Florida (34113)...

Main Request Review Booking Profile

ADD A BOOKING Hi! John Smith

Player Info Confirmation

Play Date: September 06, 2015 - Sunday

Course Selection: Treviso Bay

Selection: 18 Holes

Time to Review: 12:00

Buddy List

Member Number	Guest	Guest First Name	Guest Last Name
599990 JOHN SMITH			
599990 JOHN SMITH	Guest	J.D.	Murray
599990 JOHN SMITH	Guest	Ben	DeArmond
599990 JOHN SMITH	Guest	Matt	Markle

Refresh Times

To make a selection, click on the one of the time field below and click Submit ONE TIME

Time	Hole	Course	Captain	Player 2	Player 3	Player 4
12:20 PM	01	Treviso Bay				
12:30 PM	01	Treviso Bay				
12:40 PM	01	Treviso Bay				
12:50 PM	01	Treviso Bay				
01:00 PM	01	Treviso Bay				
01:10 PM	01	Treviso Bay				
01:20 PM	01	Treviso Bay				
01:30 PM	01	Treviso Bay				
01:40 PM	01	Treviso Bay				
01:50 PM	01	Treviso Bay				
02:00 PM	01	Treviso Bay				
02:10 PM	01	Treviso Bay				
02:20 PM	01	Treviso Bay				

12:51 PM 9/3/2015

Add a Booking Screen

Cancellation Policy/No-Shows

- Members are responsible for checking the Chelsea Reservation System for their tee times.
 - Members are also responsible for notifying the golf shop a minimum of 24 hours in advance with changes or to cancel a scheduled tee time.

No Show/Cancellation Policy Regular Play

- Any member who is a 'no-show,' or cancels the day of play for their tee time during any regular play will be assigned one additional Chelsea point. Additionally, members will also be assigned an additional Chelsea point for each guest or immediate family member who is a 'no-show' or cancels the day of play. This rule is only in affect November 1 – April 30.

League Play

- Any member who cancels within 72-hours of a Men's or Ladies weekly league will be assigned one Chelsea point. Further, any member who is a "no-show" or cancels the morning of league will be assigned two (2) Chelsea points.
 - Further penalties up to and including the suspension of golf privileges may be assessed if it is found that a member is purposely falsifying tee time requests.
- There will be no charges for rain days or frost delays that result in play not taking place.

Guest Policy – Falsifying Requests

Guest Policy

- All guests are to be booked through the Chelsea Reservation System.
- Each request/tee time can contain up to 3 guests and must contain a member of the club associated with said guests.
- Unaccompanied guests will only be permitted by the golf shop or management based on space available.
- Each member with an associated guest(s) will receive one Chelsea point per associated guest.
- Using guests to falsely fill a group or later replace with other members is strictly prohibited, and will be subject to certain offenses.

Falsifying Requests

- The use of the Chelsea Reservation System is to promote fair and equitable play for all members at the Club. It is expected that no member should purposely use guests or anyone other than the intended players of their group. Should the golf shop staff find that any member is falsifying tee time requests in order to benefit themselves or their placement, they will be subject to the following procedure:

FIRST OFFENSE:

- All members of the group will receive a warning on the day of play as well as any associated point penalties.

SECOND OFFENSE:

- All members responsible for the falsification will have their golf privileges suspended for one week along with any associated point penalties.

THIRD OFFENSE:

- All members of the group will have their privileges suspended for one week, along with associated point penalties, and the division of total green/cart fees originally placed on the tee sheet. Any further disciplinary action will be decided on by management.

Other Important Information

- Members will not be assessed Chelsea points for participating in club events such as Men's and Ladies' Days, and all other club sanctioned tournaments.
- Walking Policy will be monitored as the season progresses and availability of times is subject to change without notice.
- The system can be accessed from any mobile device.
 - Go to <http://bonitanatl.chelseareservations.com/>
- For any further inquiries on the Chelsea System, please contact the Golf Shop at 239-908-0704



Questions?