

HOW TO BOOK A GYMPANZEES POP UP SESSION

We recommend booking using either the Vagaro app or a desktop/laptop computer, as these provide a much smoother experience than using a web browser on your phone.

Step 1: Download Vagaro or Visit the Website. You can either:

- Download the **Vagaro App** from the **Apple App Store** or **Google Play Store**, or
- Visit the Vagaro website on your desktop or laptop computer.

Step 2: Create Your Profile

Before booking, you'll need to create a **Vagaro account** and complete your profile. Once your account is set up, **log in**.

Step 3: Find Gympanzees. Search For: Gympanzees.

Then select **Gympanzees** and click **Book**.

You may briefly see a "**Hang Tight**" message while the booking system loads.

Step 4: Choose Your Session

Browse the available Gympanzees Pop Up Sessions and find the session you would like to attend. When you have found the correct date, time and session type, click **Sign Up**.

Step 5: Select the Number of Children Attending

You will be asked for the number of attendees. Please enter the number of children attending the session.

For example:

- **1 child = enter 1 attendee**
- **2 children = enter 2 attendees**
- **3 children = enter 3 attendees**

Then click **Next**.

Step 6: Add Your Children

The booking system will ask: "**Who are you booking for?**" You may initially only see your own name. To add your children:

1. **Click the drop-down arrow beside your name.**
2. **Select Add Family and Friends.**
3. **Add each child who may attend sessions.**
4. **Save each child's profile.**

You only need to do this once. Their profiles will be saved for future bookings.

Step 7: Select the Children Attending

Return to the booking page.

Under "**Who are you booking for?**", select the child or children attending the session. If your own name is selected, change this to the child or children attending.

Once the correct children have been selected, click **Add to Cart**.



HOW TO BOOK A GYMPANZEES POP UP SESSION

Step 8: Book Additional Sessions (Optional)

You now have two options: **Book More Sessions**. If you'd like to book additional sessions:

1. **Continue browsing the timetable.**
2. **Click Sign Up beneath another session.**
3. **Follow the same process.**
4. Add the session to your cart.

Proceed to Checkout. If you have finished booking, **click your basket/cart.**

Step 9: Review Your Basket

Once all sessions have been added:

1. **Open your basket.**
2. **Review your bookings.**
3. **Click Continue.**

If you would like to add more sessions, click **Keep Shopping**.

Step 10: Complete the Questionnaire

You will be asked to **complete a short questionnaire**.

This includes information that helps Gympanzees understand the families attending and ensure children are booked into the most appropriate sessions. If you are booking for more than one child, you can use the **Copy All** option to copy your answers and save time.

Step 11: Complete the Waiver

A waiver must be completed for each child attending. Please complete all required fields and tick the confirmation boxes before proceeding.

Step 12: Apply Any Discount Code

Before payment, you will see a **Promo Code box**.

Concession Tickets - If you have been approved for concession tickets, **enter your concession code here**. The discount will automatically be applied. **Fee Waiver Tickets** - If you have been approved for free tickets through our fee waiver scheme, enter your fee waiver code here. The booking total will reduce accordingly.

Step 13: Checkout

Enter your card details and click **Checkout**.

If you are using a fee waiver code that covers the full cost of your booking, no payment will be taken. If you are using a concession code, the discounted price will be shown before payment. Once payment has been processed, your booking is complete and you will receive confirmation of your sessions.

Important Information

- **Parents and carers do not require a ticket.**
- **Tickets are required for all children attending, including siblings.**
- **Child profiles only need to be created once and can be reused for future bookings.**
- **We recommend booking through the Vagaro app or on a desktop/laptop computer for the best experience.**

