



CLUB AUTOMATION SIGN UP INSTRUCTIONS

Sign up for Tennis Drills, Tennis Play, and Fitness classes all in one place!

1. To sign up on line for an event
 - a. Log into Club Automation through your member portal via grc.clubautomation.com.
 - b. Click on Group Activity on the left side of your member home page.
 - c. Click on the green sign up button for the event you want to attend.
 - d. Click on the gray field with your name in it. (Family memberships may show 1 or more names to choose from.)
 - e. Multiple family members may be eligible to sign up for the same event.
 - f. Click "OK" for checked marked name(s).

2. To unregister for an event
 - a. Log into Club Automation through your member portal via grc.clubautomation.com.
 - b. Click on Group Activity on the left side of your member home page.
 - c. All activities that you have signed up for will appear under Group Activities on the lower right of the page.
 - d. Click on the unregister link.
 - e. Click on the Unregister button to finish the process.