



Racquetball Reservations Tips & Instructions

- Monthly through Annual Pass Holders may reserve a court up to one week in advance online
- Day Pass Holders may only reserve on the day of their purchased pass and must do so in person at the center.
- Reservations must be made no later than the day before the desired date. Same day reservations will not be honored as reservations are posted prior to opening.
- In order to reserve online, a login and password is needed. Login and Password can be obtained at the front desk or by calling (623)773-8600.
- Courts can only be reserved for one hour per day and only on the hour. (Ex : 2:00, not 2:30 or 2:45)

RecConnect Booking Instructions:

1. Connect to <http://recreation.peoriaaz.gov/econnect> and login to your **Account** with User ID and Password.
2. In **RecConnect**, click on the **Facilities** tab
3. Under **Facilities**, click **Book Facility by Location**
4. Under **Complex**, click on **Rio Vista Recreation Center** and click on the **Next** button on the bottom of the page
5. Under **Function**, use the drop down to select **Racquetball Court-Quick Rez**
6. Under **Type**, use the drop down to select **Racquetball Court**, click on the **Next** button on the bottom of the page
7. Fill in the date and time of the desired use and click on the **Search** button on the bottom of the page
8. Another screen will open with the available courts and times, chose one, click on the **Book** box and click on **Add** at the bottom of the page
9. The system will now prompt for a **Login ID** and a **Family Password**, sign in and complete the reservation by proceeding to **Check Out**
10. Click on **Complete Transaction**
11. Click **Agree**

When your reservation has been completed correctly, you should see "RecConnect:My Basket:Checkout:Success" on the top of the white box.

RecConnect Cancellation Instructions:

1. Connect to <http://recreation.peoriaaz.gov/econnect> and login to your **Account** with User ID and Password
2. Select **History** for the client who has reserved the court
3. Go to the date you would like to cancel and select **Cancel**
4. It will ask you if you: "Are sure you would like to cancel?" Select **OK**
5. Once this cancellation is completed correctly, a confirmation page titled: **"Cancellation Completed Successfully"** will appear

Cancellations must be submitted at least 24 hours in advance online. If not within this time frame, please contact (623) 773-8600 to cancel the reservation.