Under the Reopening Guidelines, the YMCA capacity will be restricted to ensure proper social distancing – thus ensuring the safety of our members and staff. We want you to be able to use the YMCA without fear of being turned away are introducing a Calendar Reservations System for your convenience. Please follow the steps below to access this system.

**Member Guidelines**

- We require all members who wish to use the YMCA facilities to make a reservation through our Calendar Reservations System. There may be restrictions as to what children can access, depending upon their age. Please review our Youth Guidelines located on our website at [www.graniteymca.org](http://www.graniteymca.org) to learn which areas are accessible for each of your family members.

- Our services and hours have expanded, and Members may now reserve up to **TWO SPOTS** per member, **PER DAY**.

- Reservations will be open **24 hours before the select time block/class**, and will close **30 minutes prior to the start of the time block/class**.

- Members will have the ability to **CANCEL** their reservation should they find they can no longer attend – and we ask that you are diligent with this to ensure as many people as possible have access to the YMCA.

- Reservations must be made through our online system. Please contact your Welcome Center if you run into any issues.
A Step-By-Step Guide for Accessing Calendar Reservations

Step 1

On your smart phone, using your web browser, visit www.graniteymca.org.

Step 2

Click MENU, then, the bottom LEFT of your screen in the yellow menu bar click LOGIN.
Step 3

Log into your account using the EMAIL address of the Primary member on the account and your Password.

- Should you need to reset your password, just click “FORGOT PASSWORD” and a temporary password will be sent to your email. Please check your JUNK/SPAM folder for the password reset email.

- You can also “Search for my account” using your Member ID number on your scan card if you are unsure which email address was used with your member profile.

Step 4

Once you are logged into your account, it will take you to your home screen menu. As we are also updating our member files at this time, we are asking all members to UPDATE Your Waiver of Release and Liability before your return to your branch. You can do this easily by clicking that menu item first!
Click “Calendar Reservations” and utilize the menu functions at the top to identify your:

- YMCA Branch
- The Type of Program you are looking for: Group Exercise Class, Individual Workout, Lap Swim, Special Event
- Instructor
- And most importantly, the Day of the week! (Remember – while you can view calendar events several days out, you can only reserve a space 24 hours - 30 minutes before the class / time-slot.)

Scroll to locate your class/time-slot of choice. From here you will be able to see the time of the workout, how many total spots are offered, how many spots are still available, how much time is left to register and everyone on your account who is an active member. This way if you wish to share with a friend, you know how much time (and space) is left!
Step 7

Once you’ve selected your family member to reserve the spot the name will change to RED and indicate that you can now CANCEL the reservation. This confirms you are in!

Step 8

Should you find that you can no longer attend, and you need to cancel your reservation you will be able to do so through this system up until 30 minutes before the start time. Just click on “Cancel Reservation for Member Name” and the space will be reopened for the next member to use. If you find out you cannot attend and it is less than 30 minutes prior to the class or time-slot, please call your YMCA so they can manually remove you from the reservation. Failure to communicate your cancellation can result in you not being allowed to reserve a spot in the future.