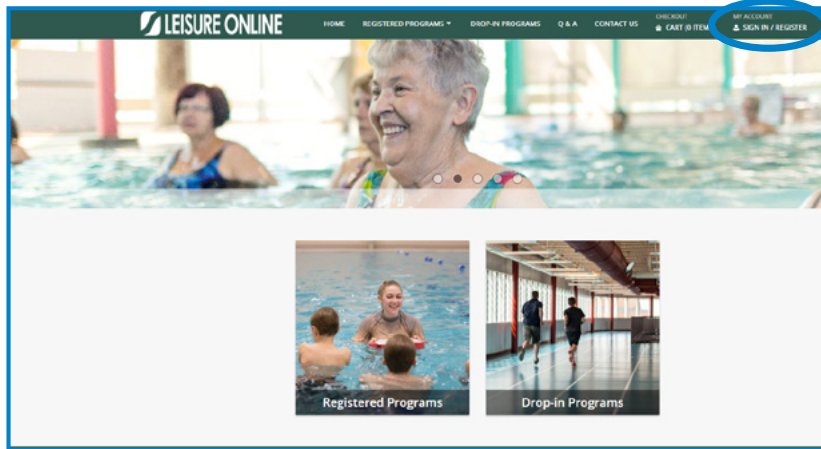


How to Cancel a Reservation

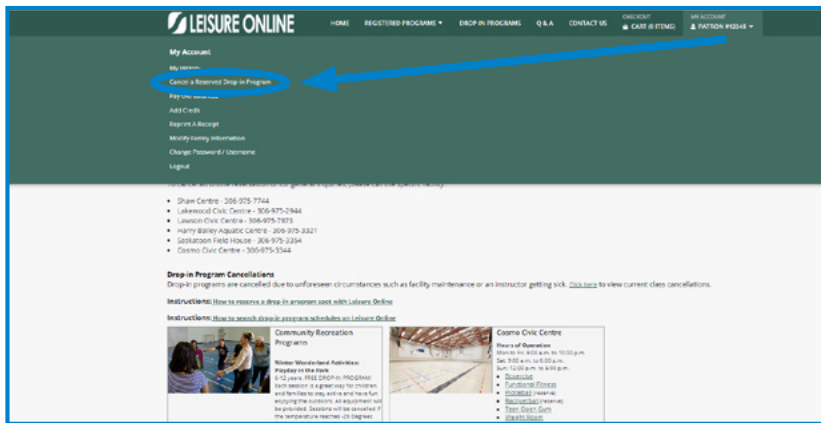
Cancellations to reserved drop-in programs can be done online by following the steps below.

1 Go to saskatoon.ca/leisureonline

You will be required to log in to your Leisure Online account to access your reservation.

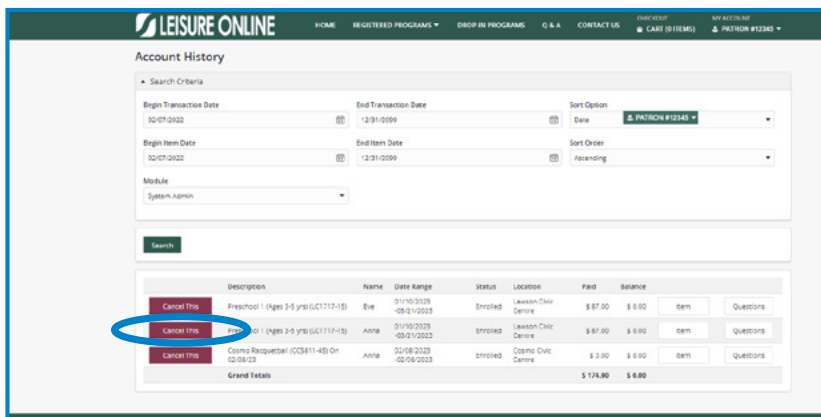


2 Select **Cancel a Reserved Drop-in Program** under My Account.



3 All registered and reserved drop-in programs will appear in the account history. Select **Cancel This**.

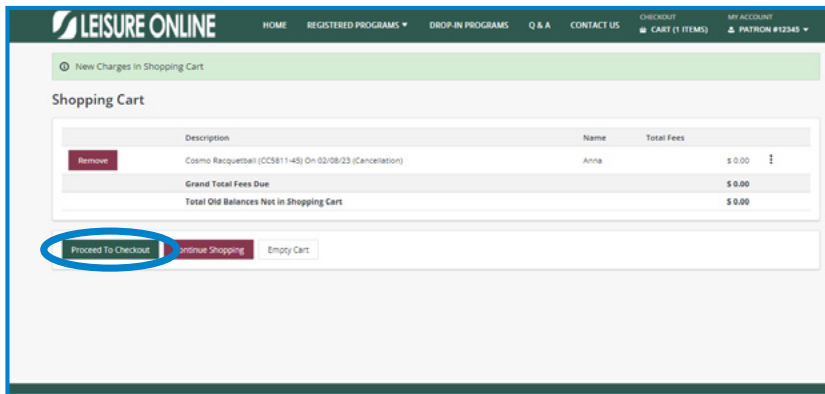
Note: Registered Programs can not be cancelled online. Please contact any Leisure Centre to cancel a registered program.



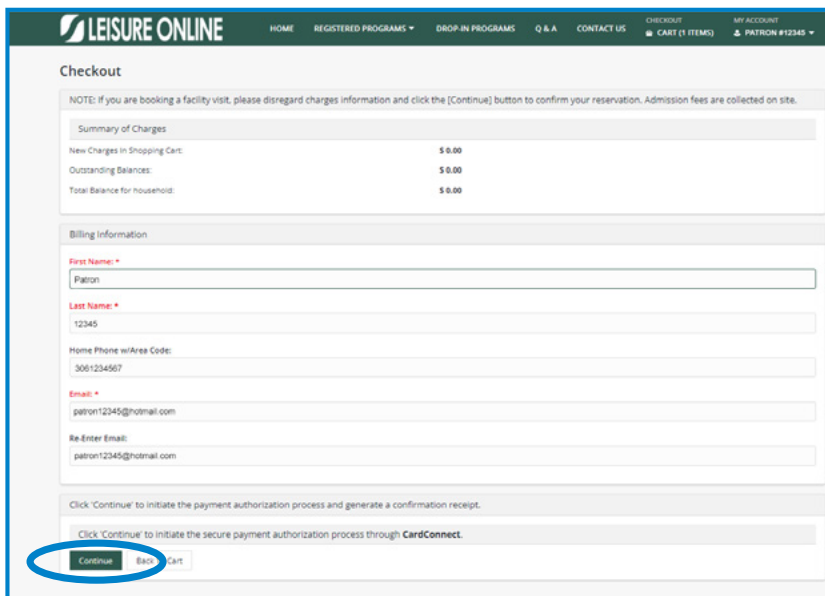
Continued on next page

- 4 The program you are wishing to cancel will appear in the next screen. Select **Proceed To Checkout** to cancel the reservation.

Note: Selecting the Remove button will remove the selected program from the cancellation process.



- 5 Select **Continue** at the bottom of the screen to confirm the cancellation.



- 6 You will receive an email confirming the reserved drop-in program cancellation.

