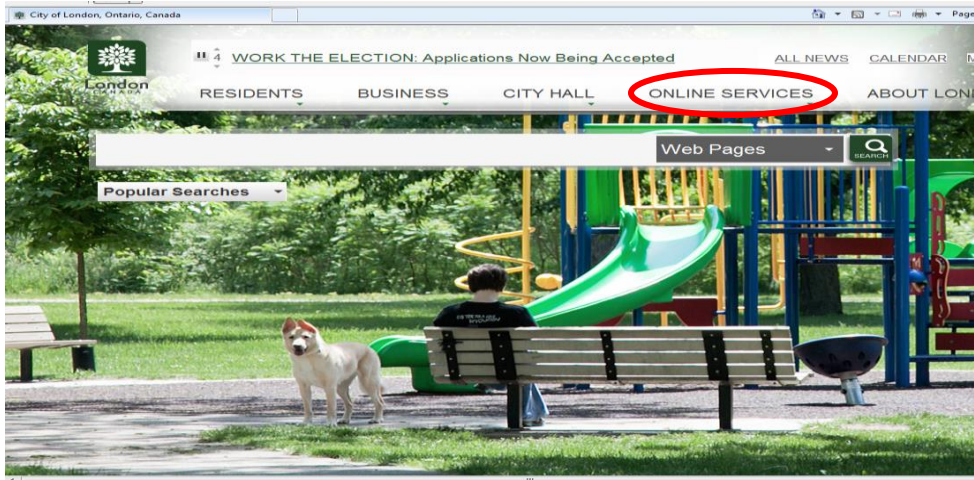
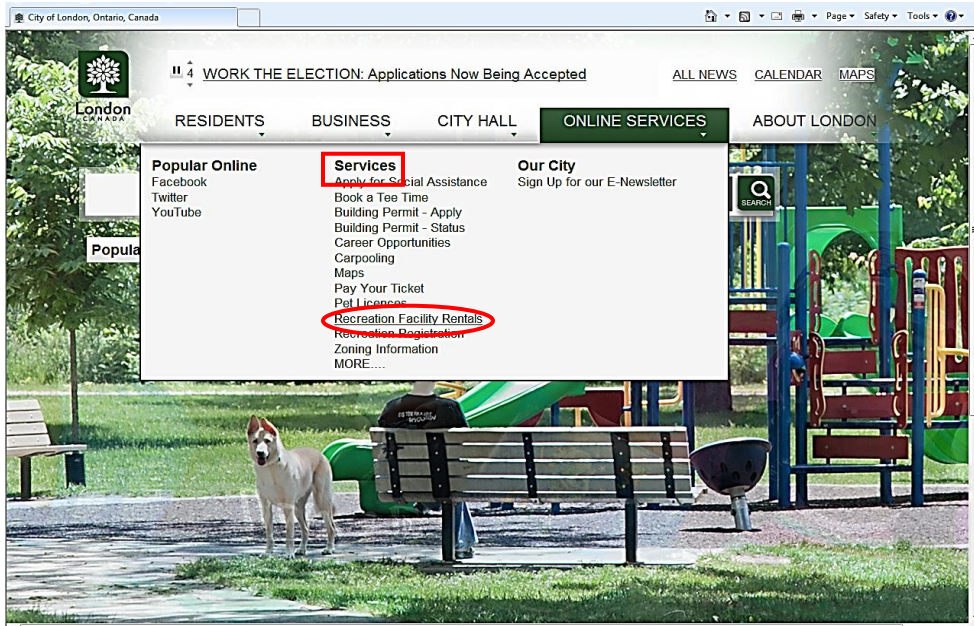


How to Search for and book 'Last Minute Ice' Online

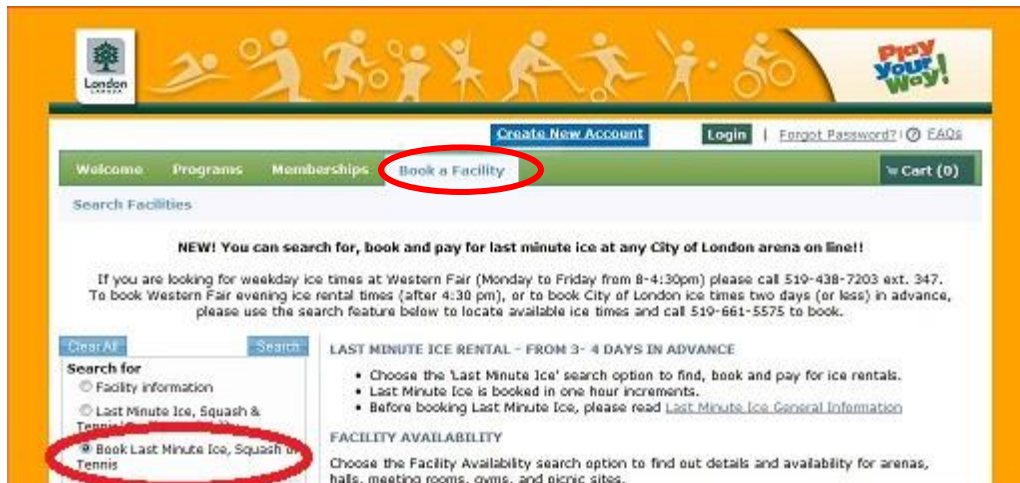
1. Go to www.london.ca .
2. Click on the 'Online Services' tab.



3. Under 'Services' click on 'Recreation Facility Rentals'.



4. Under **'Book a Facility'** tab, click on **'Book Last Minute Ice, Squash or Tennis'** to find, book and pay for Last Minute Ice online. **Note: Last Minute Ice may be purchased online 3 to 4 days in advance at a discounted rate.** You can also search for, but not book available rental spaces using the **'FacilityAvailability'** search option.



5. Scroll down to the search criteria.
6. Fill in the **'Date between'**, **'Day(s)'**, **'Time between'** and **'Length'** (please note: enter **1** in the length session). Last minute ice will displayed for that time period.
7. Under **'Function'** – select **Last Minute Ice (Aff)** if you are booking ice under a youth or adult affiliated account. Otherwise, choose **Last Minute Ice (Fam)**. Note, the City of London has a mandatory Liability User Insurance requirement and will automatically apply insurance to online rentals for all account holders that have not demonstrated proof of insurance. If you have your own insurance, you are unable to book on-line. Contact the Customer Service team at 519-661-5575 Monday – Friday between 8:15am and 4:30 pm to book ice and provide proof of liability insurance.
8. Under **'CAPACITY'**, leave blank.
9. Under **'SPOT'**, set spot to 1.
10. Under **'Type'** – select **'Arena'** from the drop down menu or leave blank.
11. Under **'Complex'** – select the complex that you would like to view. Select ALL if you have no preference of arenas.

Clear All Search

Search for

- Facility information
- Last Minute Ice, Squash & Tennis/ Facility availability
- Book Last Minute Ice, Squash or Tennis

***Date between**

29 Sep 2014

And

2 Oct 2014

***Time between**

6 PM And 10 PM

Length Hr 1 Min 00

***Day(s)**

All Mon Tue Wed Thu Fri Sat Sun

***Function** Last Minute Ice (L)

Capacity: Only used when Functions are selected.

Spots: 1 To search for capacity only, set spots to 1

Type Arena Pad

***Limit to Complex(es)**


- All
- Argyle Arena
- Carling Recreation Centre
- Earl Nichols Park

Clear All Search

12. Click the **Search** button.

13. The **Availability Search Results** will list the hours that are available to be booked using the criteria that was chosen.

To book this facility, check all the desired time slots or select the desired quantity, and when ready click the [Add] button. If you later change your mind, you cannot edit the booking to lengthen or shorten it. Instead, you must remove it from your shopping cart, then search again for the facility and return to this page where you will be able to make a new selection.

 [Print](#) [Add](#)

Complex	Facility	Day	Date	Time	Avail.	Book
Argyle Arena	Argyle A LMI (org) View Details	Fri	09-19-2014	7:00PM-8:00PM	1	<input type="checkbox"/>
Argyle Arena	Argyle A LMI (org) View Details	Fri	09-19-2014	8:00PM-9:00PM	1	<input type="checkbox"/>
Argyle Arena	Argyle A LMI (org) View Details	Fri	09-19-2014	9:00PM-10:00PM	1	<input type="checkbox"/>

Showing 1 to 3 of 3 entries [First](#) [Previous](#) 1 [Next](#) [Last](#)

[Add](#)

14. Select the desired time slot and click the ADD button. If you are not already logged into your account, you will be required to do so now. You must have your PIN and client number to log in to your account. To retrieve your account login information online:

1. Select the **Login** button
2. Select the **Forgot My Login** link.
3. Enter your e-mail address.

If your e-mail is not found in our records but you know you have an account please call our Customer Service line at 519-661-5575, Monday to Friday between the hours of 8:30am- 4:30pm

15. You will be directed to the 'Check out' page where you will confirm your booking and agree to the [Terms and Conditions](#) of the contract. If you disagree with the Terms and Conditions, you will not be able to book online.
16. Enter your credit card number and expiry to pay for your booking. A receipt will be displayed which you can save or print. **Please note: if a receipt has not been generated, your transaction is not complete.**