How to Reserve Waterfront Equipment

1. Navigate to the Waterfront Reservation Page

The Customer will need to navigate to the Waterfront page.

2. Choose the Equipment

2.1 Overview of the program page

The patron will need to select which piece of equipment they would like to reserve.
2.2 Select an Equipment

**Individual Kayak**

Students and Season pass holders can reserve equipment for free! Please arrive 15 minutes prior to your reservation time for water safety training and equipment checkout and preparation.

Choose the day then click the select button to select the reservation time you would like to book. Then click register at the bottom. If the user is not currently logged in, this button will instead say Sign In.

### Select Date & Time

- **11:00 AM - 12:00 PM**
  - 10 Spots Left
  - Fox Point Dock
  - $0.00 - $25.00
  - SIGN IN

- **12:15 PM - 1:15 PM**
  - 12 Spots Left
  - Fox Point Dock
  - $0.00 - $25.00
  - SIGN IN

### Select Date & Time

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Your spot isn’t confirmed until you complete the registration process. View your Selections.

### Payment Options
Click pay in full then click next.

2.4 Waiver
Click the arrow to expand the waiver. Read the waiver and click the grey boxes to initial and sign at the bottom. Click accept then next.

2.5 Custom Prompts
Those required to be completed are tagged as such. When finished with the prompts, use the **Proceed to checkout** button to continue.

### 3. Review Shopping Cart

<table>
<thead>
<tr>
<th>Item</th>
<th>Customer Name</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual Kayak</td>
<td>Andrew Castagna</td>
<td>1</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

**Refund Policy**

After adding it to the Cart, use the **Check Out** button to complete the sale.

If you would like to cancel your registration you will need to go into your profile in the top right → program registrations → click the 3 dots on the far right → cancel registration. **NOTE:** if you paid for a reservation and would like to cancel you will need to email umbrec@umb.edu. We may credit your account for a future reservation.