

## COVID 19 - Adderley Bowling Club Booking Procedure

Below details the booking process required in order to gain access to the Adderley bowling green for social bowling. This is in association with the Adderley Bowling Club COVID risk assessment.

If you wish to book you will need to email [adderleybowling@outlook.com](mailto:adderleybowling@outlook.com) please indicate the names of the members who will be bowling, the date and time required.

As of the 20th May 2020 the following booking rules will be applied.

- The Green will be open from 9.00am - 9.00pm 7 days a week
- Only Adderley Bowling Club members are able to use the green
- Minimum 1 Hour slots can be booked. Maximum of 2 hours per day per bowler
- Slots can only be booked via email
- Minimum of 48hours advance notice of booking is required
- Bookings will be taken on a first come first served basis
- Your booking is only valid once you have received a confirmation email.  
**No confirmation, no bowling**
- Confirmations will only be given via email
- At the first time of you booking you will receive a statement which you must acknowledge that you have read and understand
- A calendar will record every booking, we will publish the calendar on facebook and can be emailed if requested. To request the latest calendar please email [adderley-bowling@outlook.com](mailto:adderley-bowling@outlook.com)
- You can book up to four weeks in advance
- If you book a slot and do not attend you must notify using the email address
- **You must have paid your membership in order to bowl (no exceptions)**

As details in the risk assessment you can only bowl with members from your household.

Please note volunteers from the committee will be monitoring the email account. We will endeavour to respond as soon as possible. If you have requested a time which has already been taken you will be given alternative times on the same date.

*This process will be reviewed regularly and changed according to Government and BCGBA guidelines.*