

FACILITY RENTAL INQUIRE

MUST HAVE A **WEBTRAC** ACCOUNT!

BELOW IS A LIST OF STEPS TO RESERVE A FACILITY

● *Step 1*

Go To Redondo.org/Facilities

● *Step 2*

Select the Link at the top:
"Click here to reserve courts and facilities..."

● *Step 3*

Select Facility Rentals or Hopkins Wilderness Park. On The Top Left Corner Input,

- Date
- Facility
- Select "Search"

● *Step 4*

Select "Submit a Request"

● *Step 5*

Select a Time Frame

● *Step 6*

Answer Questions and Complete the Wavier and Proceed To Check Out



Rental requests must be made at least 1 month in advance and required the approval of the Program Coordinator. Allow up to 72 hours for an email or call regarding your rental request. Payment is required upon approval; all fees must be paid within 24 hours after the receipt was sent. Please continue the online process until a final receipt is generated that ensures your request has been approved.