



## **Welcome new member!**

Thank you for becoming a member of the Boeing Employees Tennis Club!

### **BETC Website**

- I encourage you to check out our [website](#). *Be sure to login 1<sup>st</sup>* to unlock all of the benefits - use the email address you submitted to BETC and the password I setup for you. If you forget your password, you can select “Recover password” on the login page. On the home screen you will find links for Court Reservations (Book A Court), Class Registration (under the Adults and Juniors tabs), My Account (Profile info and Payment Center). The website is packed with lots of information about everything at BETC.

### **Reserving a court**

- Members may reserve courts online 24 hours a day or through the Front Desk during regular business hours according to their membership privileges. 8-day advance reservations may only be made after 12:00 noon either online or through the Front Desk.
- Boeing Share Members - May reserve as many as 3 courts per day up to 7 days in advance beginning at noon. 1 additional court reservation may be made 8 days in advance starting at noon on the 8<sup>th</sup> day. Share Bonus Reservation - May make one prime-time reservation up to 4 weeks (28 days) in advance beginning at 7 am. Prime time is defined as Monday-Thursday from 5-9:30 pm.
- Associate Members – May reserve as many as 3 courts per day up to 7 days in advance beginning at noon. 1 additional court reservation may be made 8 days in advance starting at noon on the 8<sup>th</sup> day.
- Junior Affiliates – May reserve as many as 3 courts per day at any time 5 days in advance beginning at noon.
- Summer Members – May reserve as many as 3 courts per day at any time 5 days in advance beginning at noon.
- Ball Machines are available for rent on courts 4-9 (courts with curtains) – just check the ball machine box when making a reservation.

### **Get started by getting a Club Rating**

- Most of our leagues and all of our classes and clinics require a club rating. If you have a current USTA rating at the time you join we can use that otherwise contact Head Pro [Allan Overland](#) about getting rated. Once rated, you will have a much better idea of which level of leagues, activities and lessons to join.

### **Tennis Leagues**

- BETC offers 24 adult, weekly leagues – there is something for everyone – singles or doubles, men and women only or mixed leagues. Leagues are further set for a specific club rating.
- Leagues run quarterly with open registration online about 1 month prior to the next quarter.
- *Finding a league* - Once you have a club rating, we strongly encourage you to contact the coordinator of a current league you may be interested in and volunteer to substitute until a

new session starts. This is a great way to get to know other members as well as determine if the activity fits your schedule. Members substitute in leagues for free. To find leagues offered, follow this link, [BETC Leagues](#) and select the “View Leagues” link at the top of the page.

- *Signing up* - Information about when the next session will start can be found on the league web page. Flyers will be posted around the club as registration nears. Also look for announcements through email, and in our club newsletter. All League Signups are done online and follow specific criteria for ranking entrants for admission into a league (example: membership type, club rating, signup order).

### **Racquetball Leagues**

- There is one Racquetball league at BETC and it is for all level of players. This league is held on Mondays and usually last for 10 weeks. For racquetball league information please, call the racquetball league coordinator, Larry Kucera, at 206-655-1630.

### **Classes / Private Lessons**

- Classes at BETC provide outstanding instruction in a fun, group setting. Our USPTA certified instructors teach the game to all ability levels, from beginners to nationally ranked tournament players.
- Classes are available for online signups on a monthly basis or in person at the front desk for daily drop-ins.
- Private and Group Lessons are available 7 days a week from our outstanding teaching staff. Look for your favorite pro online under Book A Court – Lesson courts are in the color blue and are labeled “AVAILABLE”. Lessons are available in 30, 60 or 90 minute sessions. Call the Front Desk to make your reservation.

### **Late cancellation fee**

- To avoid a late cancellation fee, be sure to cancel all court reservations, lessons and activities 24 hours in advance

### **Payment for club activities – Add Loyalty Card / Card on file**

- BETC is a Pay-before-you-play club. Please check in at the front desk before going to your open court reservation.
- The club accepts checks and cash as well as Visa, Mastercard, and Discover.
- You can also put a credit card on file (COF) at the front desk, and ask them (or me) to setup Automatic Payments for you. Let me know if you are interested. (Recommended).
- BETC allows you to put money on a “**loyalty card**” – this is an electronic cash card that can be purchased for any amount you desire and can be used for any purchases at BETC.
- One COF and One Loyalty Card can be used by any member listed on your membership.
- **Dues billing** - Most members pay their dues quarterly. Only current Boeing employees can elect to use monthly payroll deductions. For those who pay quarterly, the quarterly due dates are January 1, April 1, July 1, and October 1. Statements are sent out via an email with a link to an online statement. Any member over the age of 70 receives a 20% discount in dues.
- BETC sends statements monthly by email to any member who has accrued charges through the 15<sup>th</sup> of the month. A link to your online statement is emailed mid-month and payment is due by the first of the following month. You can pay for any outstanding amount on your account by going to [My Account](#) / [Payment Center](#).
- Please review our [Quarterly Billing Schedule and Cancellation Policy](#).

### **Court etiquette and sportsmanship**

- To familiarize yourself with proper court etiquette, please review our [Operations and Procedures](#) brochure where you will find a section on Standard Court Etiquette and Policies. Good sportsmanship and courtesy are expected at all times. We have a bell system to announce the beginning and end of each court session. Please respect other members and only enter the courts from behind the curtains after the bell has rung for the next session. For safety, a maximum of four players is allowed on a court at one time.

### **We welcome your suggestions**

Suggestions about how we can better serve you are always welcome. Drop me and email or stop by my desk on the mezzanine for a chat.

We are happy you are with us and look forward to seeing you at the club! If you have any questions about membership, please be sure to contact me.

Sincerely,

***Lawson Mansfield***

***BETC Member Services***

[Lawson@betonline.net](mailto:Lawson@betonline.net)

Desk Phone: [253-872-5545](tel:253-872-5545) Ext 24

BETC Front Desk: [253-872-5545](tel:253-872-5545) Ext 1