



**Sea Ranch Club C**  
4900 North Ocean Boulevard  
Lauderdale-by-the-Sea, Florida 33308

**If you are a Tennis Player - Please Read**

Good day,

Please be advised that the Association has implemented, through Building Link a portal to make tennis reservations. Below is the step by step process to do so. The Association believes that this will eliminate any human error and make it fair for everybody.

Please do not call the front desk anymore to make the reservations as they will no longer have the ability to do so. The security staff can assist you in the beginning, to help guide you through the process of making your reservation through Building Link until you feel comfortable, but not perpetually.

**How to make Tennis Reservations through Building Link**

**Step 1:** log into your Buildinglink profile.

**Step 2:** On your dashboard page go to:

- *Reservation's Today*
- *Then Click "Add Reservations"*

**Step 3:** Select "**Amenity**" and there you will have the option to either choose:

- *Tennis Court 1 Pickleball 1 & 2*
- or
- *Tennis Courts 2-8*

**Step 4:** Go to Requested for: Then type in your unit# or name.

- *Reserve Date and Time.*

Then "save" your reservation and you are good to go and enjoy your playing time. Just please don't break any windows with any wayward shots!

Kindly,  
Brian Packard, LCAM, CFCAM