

TELEPHONE ACCESS

352-753-golf (4653)

OPTIONS

- 1 – To make a request
- 2 – To verify, change or cancel a request
- 3 – To reserve an unused tee time
- 4 – To confirm, change or cancel a tee time reservation
- 6 – For championship men's and ladies' day registration
- 7 – For executive men's and ladies' day registration
- 8 – For system information and help
- 9 – To change personalized settings

1 — HOW TO REQUEST A TEE TIME

This option will allow you to request a tee time from 4 to 7 days in advance.

To be assigned a tee time reservation by the system you must first make a request as follows:

- 1 – Dial 352-753-GOLF (4653).
- 2 – Enter your golfer ID number.
- 3 – Enter your PIN number.
- 4 – Enter “1” for golf options. Enter “2” for tennis options.
- 5 – Enter “1” to make a tee time request.
- 6 – Enter “1” for “yes” if you are one of the golfers.
Enter “2” for “no” if you will not be golfing.
- 7 – Enter the number of the day you wish to play:
 - 1 – Sunday 4 – Wednesday 7 – Saturday
 - 2 – Monday 5 – Thursday
 - 3 – Tuesday 6 – Friday
- 8 – Enter the total number of golfers in your group.

NOTE: this number must be 2 digits (example: enter 03 for 3 golfers.) When requesting consecutive tee times you will need to enter the total number of golfers in your groups. (Example: enter 13 for 13 golfers.) If this number is not divisible by four, the system will take you to step 8A.

- 8A – Enter the number of golfers in group one. This number must be 2 digits. (Example: enter 03 for 3 golfers in each group.)

- 9 – Enter the 6-digit golfer ID number for each golfer in your group or enter “**” to indicate a guest.
- 9A – If you entered a guest, the system will ask you to enter the 6-digit golfer ID of the host.
- 10 – Enter the time of day you wish to play. NOTE: this entry requires 4 digits. Enter 2 digits for the hour followed by 2 digits for the minutes. For example: if the time you wish to play is 8:00, then you will enter 0800.
- 11 – Enter the earliest time of day you wish to play. Enter 2 digits for the hour followed by 2 digits for the minutes.
- 12 – Enter the latest time of day you wish to play. Enter 2 digits for the hour followed by 2 digits for the minutes. (To increase your chances of receiving a reservation we suggest a minimum of a 6-hour window between your earliest and latest times.)
- 13 – Enter “1” to select a championship course. Enter “2” to select an executive course.
- 14 – Enter “1” to select all courses.
Enter “2” to select any course north of County Road 466.
Enter “3” to select any course south of County Road 466.
Enter “4” to select an individual course (unlimited valid course selection). If option “4” was selected, go to step 14A.
- 14A – Enter the course number you wish to play; enter “1” to select another course or enter “2” to continue.
- 15 – Enter “1” for a time over course preference; enter “2” for a course over time preference. (If time is more important to you choose option “1.” If the course is more important to you choose option “2.”)
- 16 – Enter “1” to verify request or enter “2” to continue. When selecting option “1” the system will verify your request. If option “2” was selected, the system will not verify your request and will take you to the next step.
- 17 – Enter “1” to accept your request or enter “2” to discard. If “1” was selected, please write down your request number. (Stay on the line, after a short pause you will hear an option to hear the request number again.)

2 — HOW TO VERIFY, CHANGE OR CANCEL A REQUEST

This option is only used for requests. To confirm a reservation, use option 4.

1 – Dial 352-753-GOLF (4653).

2 – Enter your golfer ID number.

3 – Enter your PIN number.

4 – Enter “1” for golf options.

5 – Enter “2” to verify, change or cancel a request.

6 – Enter your request number.

7 – Enter “1” to verify; enter “2” to continue. If you selected “1” your request information will be repeated back to you. (The golfer ID numbers will not be included.)

8 – Enter “1” to change the request; enter “2” to cancel the request. Enter “*1” to return to the main menu.

9 – If “1” was selected, enter “1” to hear golfers; enter “2” to continue.

10 – Enter “1” to add players (unless all groups are full). Enter “2” to cancel individual players. Enter “3” to change time requested. Enter “4” to change course requested. Enter “*1” to return to the main menu.

- If “1” was selected, and there are multiple groups, enter the group number to be added to.
- If “2” was selected, enter the golfer ID number or “**” to indicate a guest.
- If “3” was selected, enter the time you wish to play, the earliest time you wish to play and the latest time you wish to play. (These times must be entered as 4 digits.)
- If “4” was selected, the previously selected courses will delete and you will be prompted to enter all of your course selections to include any changes.

11 – If “2” was selected, enter “1” to confirm cancellation of this request. Enter “2” to continue without cancelling request.

3 — TO RESERVE AN UNUSED TEE TIME

This option allows you to reserve an unused tee time within 3 days of desired play.

1 – Dial 352-753-GOLF (4653).

2 – Enter your golfer ID number.

3 – Enter your PIN number.

4 – Enter “1” for golf options. Enter “2” for tennis options.

5 – Enter “3” to reserve an unused tee time.

6 – Enter the day you wish to play (1 digit entry).

NOTE: System will read out days available for reservations.

7 – Enter “1” to select a championship course.

Enter “2” to select an executive course.

8 – Enter “1” to select all courses.

Enter “2” to select any course north of County Road 466.

Enter “3” to select any course south of County Road 466.

Enter “4” to select an individual course (unlimited valid-course selection).

9 – Enter the course number you wish to play; enter “1” to select another course or enter “2” to continue. (The system will allow you to select as many courses as you wish that are available.)

10 – Enter the number of golfers in your group (2 digit entry).

11 – Enter the time you wish to play (4 digit entry).

12 – Enter the earliest time you wish to play (4 digit entry).

13 – Enter the latest time you wish to play (4 digit entry). The system will search for reservations within the parameters set by the caller. If there is more than one reservation available, you will have to listen to all choices before making a selection. Enter “3” to start a new search.

14 – The system will now prompt you to make your selection by entering “1” to accept or “2” to continue to the next selection. Once a selection is made, the system will take you to Step 15.

- 15 – Enter the golfer ID numbers for the players in group.
- 16 – System will confirm your tee time reservation and assign a reservation number.

4 — TO CONFIRM, CHANGE OR CANCEL A TEE TIME RESERVATION

- 1 – Dial 352-753-GOLF (4653).
 - 2 – Enter your golfer ID number.
 - 3 – Enter your PIN number.
 - 4 – Enter “1” for golf options. Enter “2” for tennis options.
 - 5 – Enter “4” to confirm, change, or cancel a reservation.
Once you get this far you will be prompted to:
 - Press “1” to confirm a reservation. (The system will repeat all assigned reservations for each day. You will be notified if your request was not accommodated.)
 - Press “2” to change a reservation. (You must have a reservation number.) When using this option, once you enter your reservation number, you will be asked to press:
 1. To add golfers (if the slot is still available)
 2. To cancel individual players
 3. To replace golfers
 4. To hear players
- *1 To return to the main menu
- Press “3” to cancel an entire reservation.
(Enter your reservation number, the system will confirm cancellation of reservation.)

6 — FOR CHAMPIONSHIP COURSE MEN’S AND LADIES’ DAY REGISTRATION

Golfers must have a GHIN Handicap and a priority enhancement to register on a championship course.

- 1 – Dial 352-753-GOLF (4653).
- 2 – Enter your golfer ID number.
- 3 – Enter your PIN number.
- 4 – Enter “1” for golf options.
- 5 – Enter “6” for championship course men’s or ladies’ day registration.
- 6 – Enter “1” for men’s day.
- 7 – Enter “2” for ladies’ day.
- 8 – Courses available for tournament play may be selected by the course number. If there are multiple tournaments for selected courses, you will be prompted to select one. After making your selection, the system will confirm your registration by stating the date and time of the tournament along with a registration number. The system will also give you the date pairings will be available at the golf courses.

7 — FOR EXECUTIVE COURSE MEN’S AND LADIES’ DAY REGISTRATION

- 1 – Dial 352-753-GOLF (4653).
- 2 – Enter your golfer ID number.
- 3 – Enter your PIN number.
- 4 – Enter “1” for golf options.
- 5 – Enter “7” for executive course men’s or ladies’ day registration.
- 6 – Enter “1” for men’s day.
- 7 – Enter “2” for ladies’ day.
- 8 – Enter “3” for super seniors day. You must be 70 years and up to register.

9 – Courses available for tournament play may be selected by the course number. If there are multiple tournaments for the selected course, you will be prompted to select one. After making your selection the system will confirm your registration by stating the date of the tournament and the registration number. The system will also give you the date pairings will be available at the golf course.

8 — FOR SYSTEM HELP AND INFORMATION
THIS OPTION WILL PROVIDE INFORMATION ABOUT SYSTEM FUNCTIONS THAT CAN MAKE YOUR USE OF THE SYSTEM MORE PRODUCTIVE.

9 — TO CHANGE PERSONALIZED SETTINGS

- 1 – Dial 352-753-GOLF (4653).
- 2 – Enter your golfer ID number.
- 3 – Enter your PIN number.
- 4 – Enter “1” for golf options, “2” for tennis options.
- 5 – Enter “9” to change personalized settings.
- 6 – Please enter your current PIN number.
 - Enter “1” to change your PIN number.
 - Enter “2” to hear your membership information.
 - Enter “*1” to return to the main menu.
 - Enter “*9” to disconnect immediately.

Complimentary educational sessions on The Villages Automated Tee Time System are offered regularly by the The Villages Tee Time Office. To sign up for these sessions you may contact The Villages Tee Time Office at 352-750-4558.