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Booking a court at Padel Delfos

BOOKER GUIDE

Generated 12 October 2026

WHAT THIS GUIDE COVERS

Our Sunday padel runs on Playtomic. Each court has one player assigned as the **booker**. If that is you, this guide walks you through reserving the court at Padel Delfos, paying your own part, and getting the other three players in, step by step with screenshots from the app.

Padel Delfos is listed on Playtomic as **Club Delfos**: https://playtomic.io/tenant/714b6963-d11f-47b0-a495-83e753b413e9

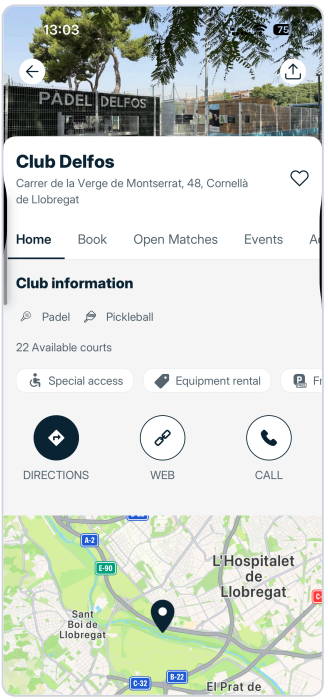
BEFORE YOU START

- The Playtomic app on your phone, signed in, with a payment method saved to your account
- You can see "booker" next to your name on the game card in the Sunday Padel group
- All Keep Calm sessions are 18+

Please book promptly after the games are posted.

STEP 1. OPEN CLUB DELFOS

Tap the Delfos link above, which opens the club directly in the app, or search for "Club Delfos" in the app. From the club page, tap the **Book** tab.



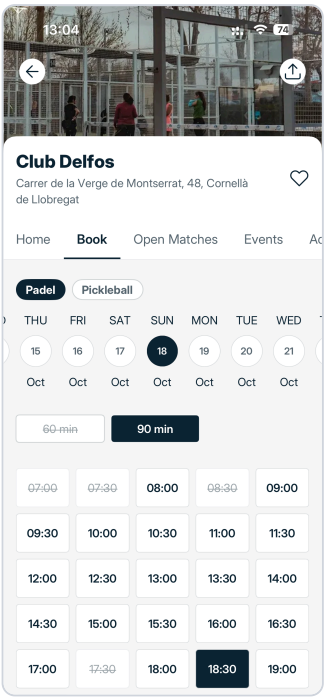
Step 1: the Club Delfos page in the Playtomic app

STEP 2. PICK THE SPORT, DATE, LENGTH AND TIME

On the **Book** tab, check that **Padel** is selected. The club also offers Pickleball. Then:

1. Tap the Sunday in the date strip.
2. Choose **90 min**. Sunday sessions are 90 minutes, and 60 min is greyed out for that day.
3. Tap the start time that matches your court on the game card: **17:00** for the first slot or **18:30** for the second.

Times with a line through them are already taken, so you can only tap the plain ones.



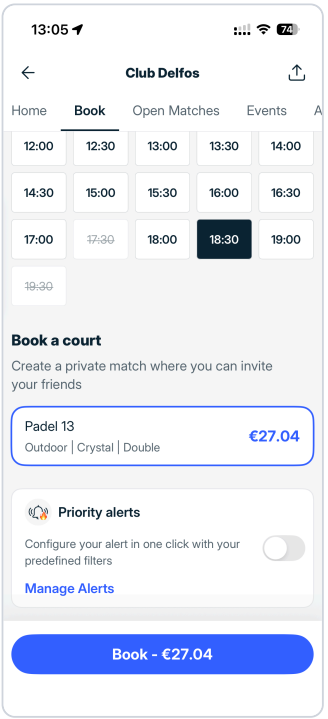
Step 2: choosing the day, 90 minutes and the start time

STEP 3. CHOOSE THE COURT

After you tap a time, scroll down to the **Book a court** section. It lists every court that is free at that time, with its name, whether it is outdoor, the surface and the price. Tap the court you want. If the organisers have asked for a particular court, choose that one.

You are creating a **private match**, which is Playtomic's name for a court booking you can invite other players to. You can ignore the "Priority alerts" box underneath.

Tapping a court highlights it with a blue border, and a blue **Book** button with the price appears at the bottom of the screen. Tap it.



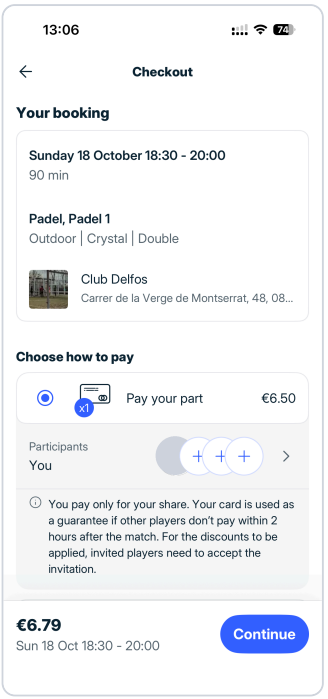
Step 3: the court selected, with the Book button at the bottom

STEP 4. CHOOSE HOW TO PAY

The **Checkout** screen shows your booking: the day, the time, the court and the club. Under **Choose how to pay**, leave **Pay your part** selected. This is your own share, a quarter of the court, not the whole court. In our example it was EUR 6.50 for 90 minutes.

The **Participants** row shows you and three empty "+" places for the other players. You don't need to add anyone here, because the other three join through the link you share in Step 6.

Tap **Continue**.



Step 4: Checkout, with Pay your part selected

STEP 5. REVIEW AND PAY

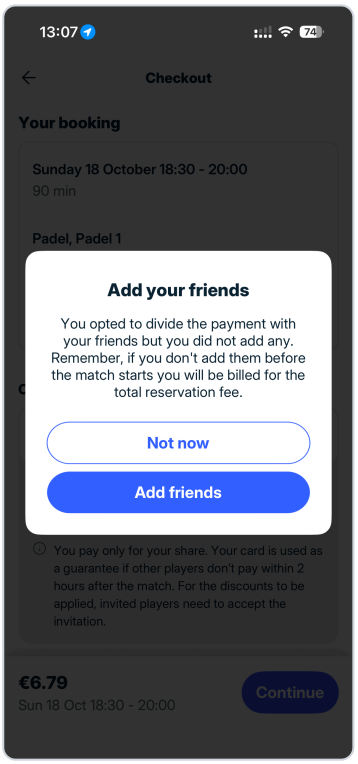
First, the app may show an **Add your friends** message, because you chose to divide the payment. Tap **Not now**, since we use the link instead. But read it carefully: if the other players are not in the match before it starts, **you are billed for the whole reservation**.

Then the **Review** screen shows what you will pay:

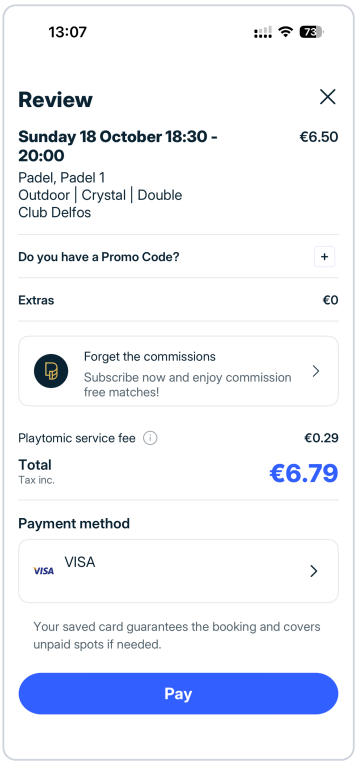
- your part of the court (EUR 6.50 in our example)
- a small **Playtomic service fee** (EUR 0.29 in our example)
- the **total**, tax included (EUR 6.79 in our example)
- your saved payment method

Check the day, time and court once more, then tap **Pay**.

Your saved card also acts as a guarantee: Playtomic can charge it for the places of players who don't pay. The app says so on both the Checkout and Review screens, so it is worth keeping an eye on who has paid (Step 7).



Step 5a: the Add your friends message



Step 5b: the Review screen with the total and the Pay button

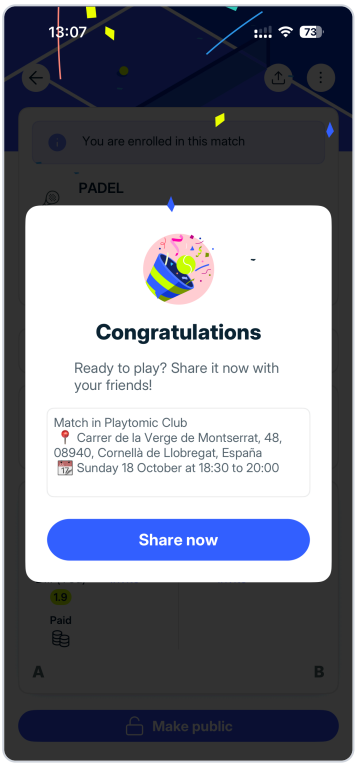
STEP 6. SHARE THE LINK WITH YOUR COURT

When the payment goes through you see **Congratulations** and a **Share now** button. Tap it to send the link for your match.

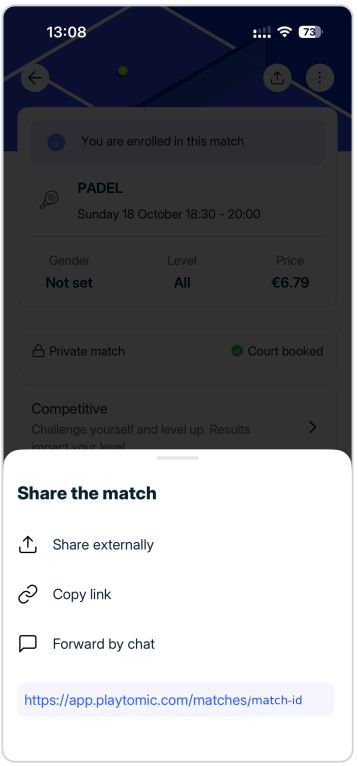
You can share at any time later too: open your match and tap the share icon at the top right, next to the three dots. You get three choices:

- **Share externally**: your phone's usual share menu. Pick WhatsApp, then the Sunday Padel group.
- **Copy link**: copies the link so you can paste it into the group yourself.
- **Forward by chat**: sends it through Playtomic's own chat. We don't use this one.

Post the link in the Sunday Padel group and tag the three players on your court so they see it.



Step 6a: the booking is confirmed and the Share now button



Step 6b: the Share the match menu

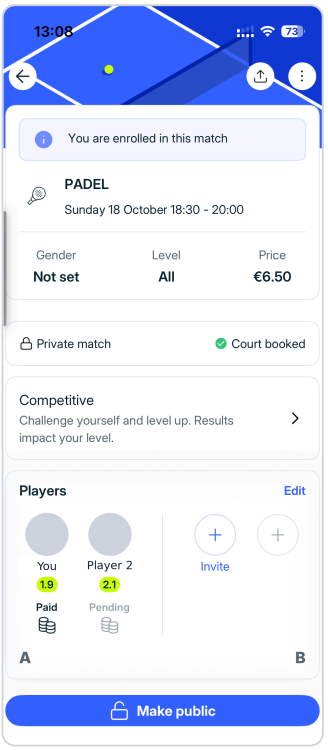
STEP 7. CHECK EVERYONE HAS PAID

Open your match from the app's upcoming matches. At the top, **Court booked** with a green tick means the court is yours.

In the **Players** box, each person has a label under their name:

- **Paid**: they are in the match and have paid their part.
- **Pending**: they are in the match but haven't paid yet.
- An empty "+" place with **Invite**: nobody has taken it yet.

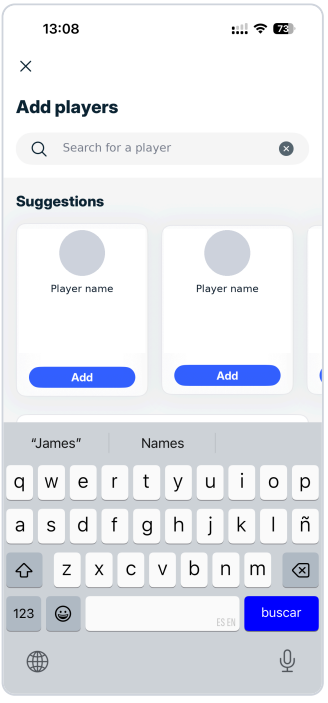
If someone is still pending after a day, nudge them in the group. If a place is still empty or unpaid as the session gets close, tell the organisers early, because unpaid places can end up on your card.



Step 7: your match, with one player paid and one pending

Optional: add a player by name

If you know a player is on Playtomic, you can tap **Invite** on the match, search for their name and tap **Add**. They show up as **Pending** and Playtomic sends them a notification. They still need to open it and pay their part. Use this only for players on your court on the game card, so the places don't get mixed up.



Optional: searching for a player to add

IF SOMETHING CHANGES

- **A player can't make it:** they should tell you and the organisers straight away and, where they can, find a replacement themselves. Cancelling with less than 3 days notice without a replacement counts as a strike, and they may still owe their share.
- **Please don't cancel the booking in the app yourself,** and don't ring the venue about cancellations. Games are on unless an organiser officially cancels them.
- **Rain:** games stay on unless the venue cancels the booking, or all four players on a court agree to cancel with the organisers. If the venue cancels, everyone is refunded in full through Playtomic.
- **The time or court you want isn't free:** pick another time or court, and tell the organisers if nothing fits the plan.
- **Your payment is declined:** try another card, and check your bank has not blocked the payment.

Full rules: https://keepcalm.fit/rules/activity/padel

USEFUL LINKS

- Join the Sunday Padel group: https://keepcalm.fit/whatsapp/padel
- Sign up for the weekly session: https://keepcalm.fit/sunday-padel
- Padel rules: https://keepcalm.fit/rules/activity/padel
- Our policies: https://keepcalm.fit/policies