LACON FITNESS AND TAN

Using the MINDBODY App to Book Gym Time

Setting Up the MINDBODY App for the First Time

1. Download the Mindbody App

   iOS: https://apps.apple.com/us/app/mindbody-gym-spa-wellness/id689501356
   Android: https://play.google.com/store/apps/details?id=com.mindbodyonline.connect

2. Open the app, then tap "Continue With Email". Sign up with the email that we have on file for you.

   If your email address has changed, please email your updated email address to us at GetFit@LaconFitnessandTan.com

3. Mindbody will send you a verification email (be sure to check your junk email if you don't see it in your inbox)

4. Search Lacon Fitness and Tan

   Tip: If you don't see Lacon Fitness and Tan in the results you may need to adjust your search distance.

5. Tap on Lacon Fitness and Tan. Then, tap the heart to the right of Lacon Fitness and Tan to save it to your favorites so that you don't have to search for it each time.

Making a Gym Reservation in the MINDBODY App

1. From the "Home" tab in the MINDBODY App, tap "Lacon Fitness and Tan" in your favorites at the top of the page.
2. At the top of the page, tap "Appointments".
3. Tap "Gym Time" to view the sections of the gym.
4. Tap on the section of the gym that you wish to workout in.
5. Select "Any Staff".
6. Select the date and time you want to workout.
7. Tap "Book and Buy" or "View Pricing" (don't worry you will not be charged)
8. You may need to Tap "Book" again. - Your reservation is not confirmed until you see a confirmation page that says "Enjoy Your Visit" or you receive an appointment confirmation EMail.

Cancelling a Gym Reservation in the MINDBODY App

In the event you need to cancel your reservation, we ask that you give at least a 24 hour notice. Of course, if you are ill or have been exposed to COVID-19, please cancel your reservation as soon as possible.

1. Tap on the "Profile" Tab in the MINDBODY App.
2. Tap on schedule.
3. Tap "Cancel" next to the reservation you wish to cancel.
4. In the confirmation prompt, Tap "Cancel Booking".