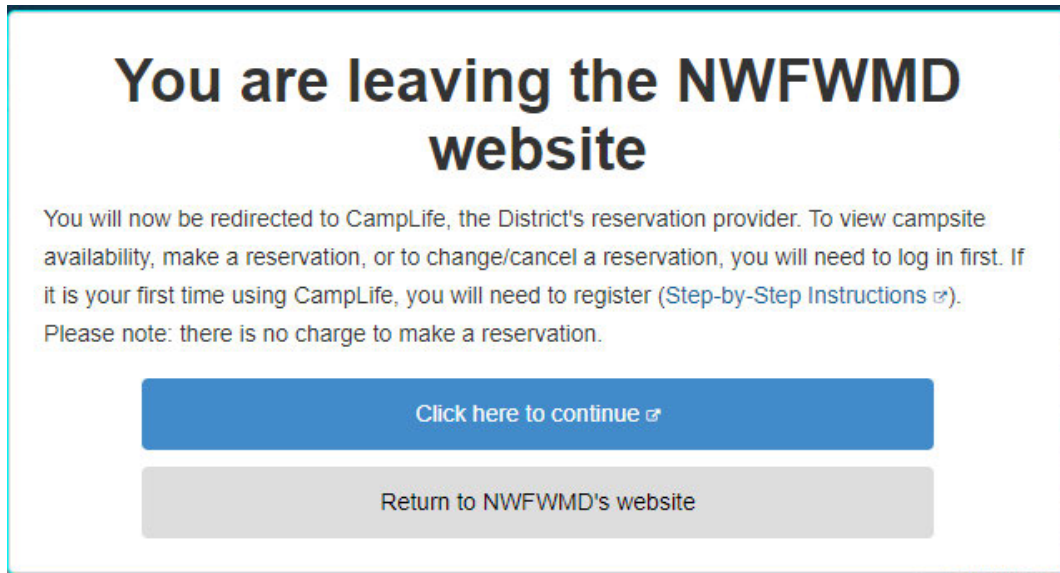


How to view and cancel reservations

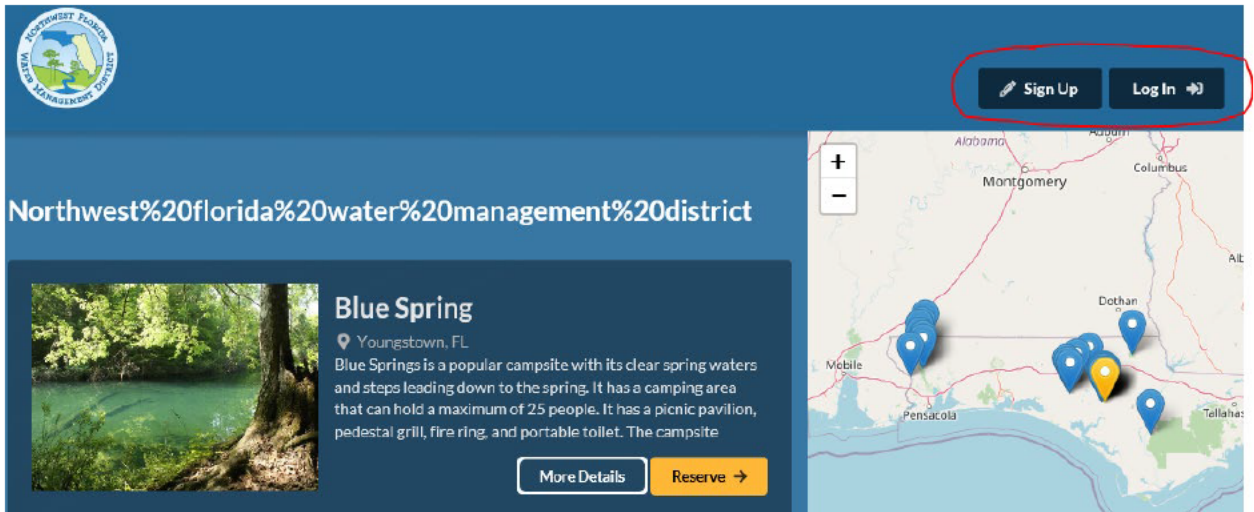
1) Login to your account.

You can login to your account by clicking on the link **“Camping Reservation System”** found on the left side of the page below the map at <https://www.nfwwater.com/Lands/Recreation>.

When you click on the link **“Camping Reservation System,”** you will receive a pop-up box (shown below) telling you that you are leaving our website. You will then need to click into the blue box to continue.



2) This will take you to a page that lists all the District campsites as shown below.



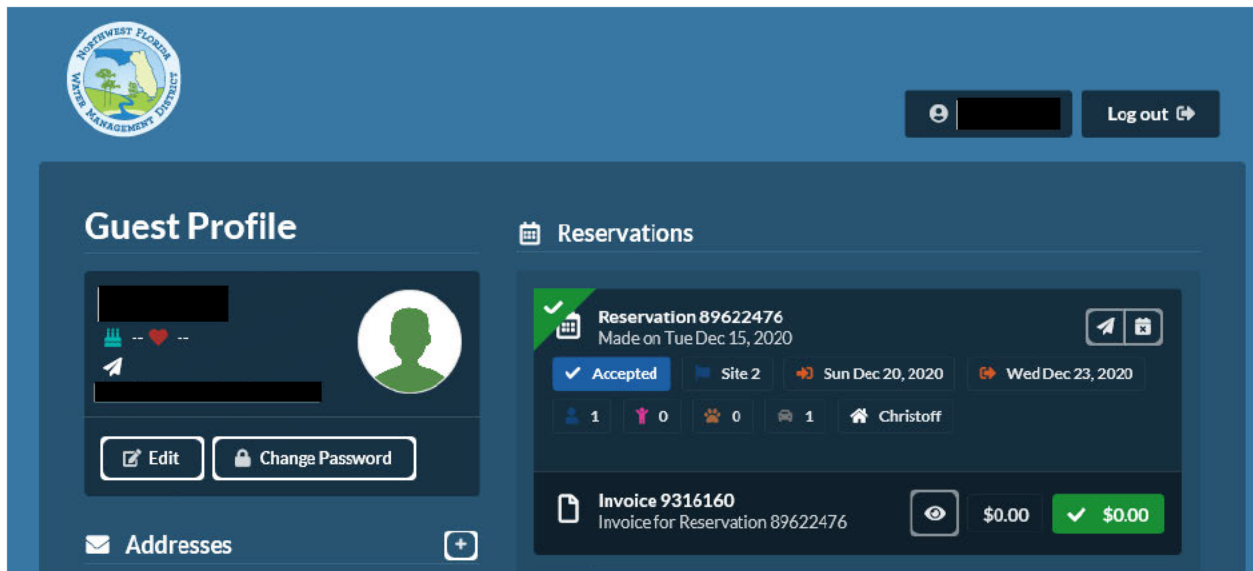
3) At the top of the page on the right side you will see a “Sign Up” or “Log In” button. Click on the “Log In” and enter the password you used to set up your account. (Note, if you are already logged in, your name will appear in the “Sign Up” field, without you having to log in.)

A screenshot of the 'Log In' form. The form is dark-themed and includes the following elements: a title 'Log In' with a right-pointing arrow icon; a label 'Email Address (or Username)' above a text input field with a person icon; a label 'Password' above a text input field with a key icon and a 'Show' button; a checkbox labeled 'Keep me logged in' with a question mark icon; a 'Reset Password' button with a circular arrow icon; and a 'Log In' button with a right-pointing arrow icon.

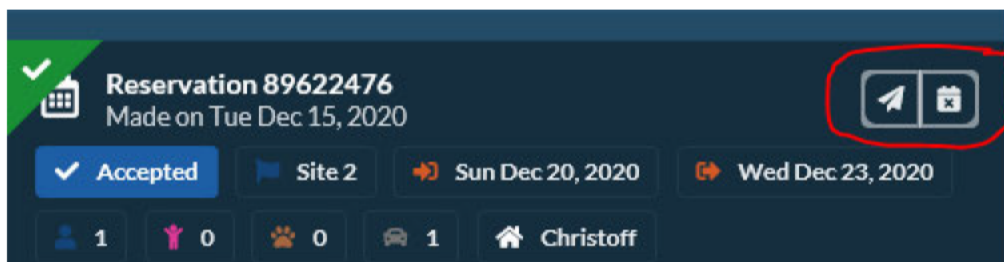
- 4) After you are logged in, you will notice that your name will appear at the top on the right side of the page.
- 5) Click on your name to access your “Guest Profile” page.



Below is what your “Guest Profile” page will look like.



Your reservations will appear on the right side of your “Guest Profile” page. On this page you can cancel or resend your email reservation confirmation by clicking one of the two options on the right corner of your reservation as shown below.



If your reservation date has already begun, the system may not allow you to cancel your reservation. **If you need to cancel, please cancel before your begin date.** If you cannot cancel because your reservation has already begun, or during, please contact the District by phone or e-mail and someone will cancel the reservation for you.

Edits cannot be made for an existing reservation. You will need to cancel your existing reservation and enter a new reservation.

If you have any questions, please contact the District at (850) 539-5999