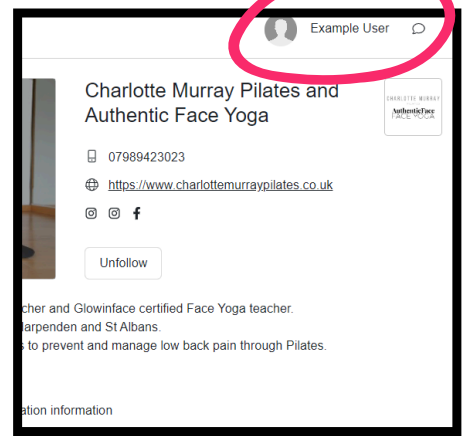


# CLASS SWAPS 1

## CANCELLING A CLASS - DESKTOP

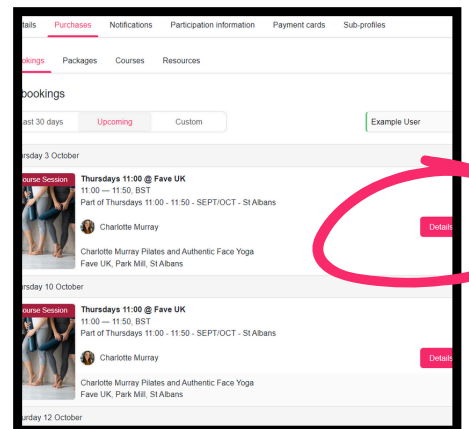
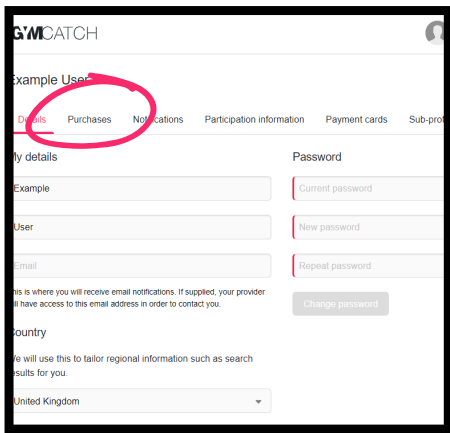
### STEP 1

Log in to your GymCatch account and click on your username in the top right hand corner



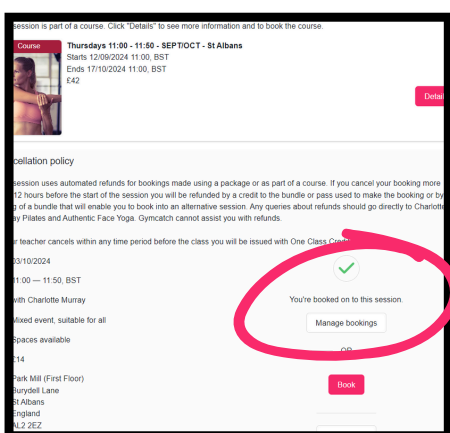
### STEP 2

Select "Purchases" from the tabs along the top. Here you will find all your upcoming bookings.



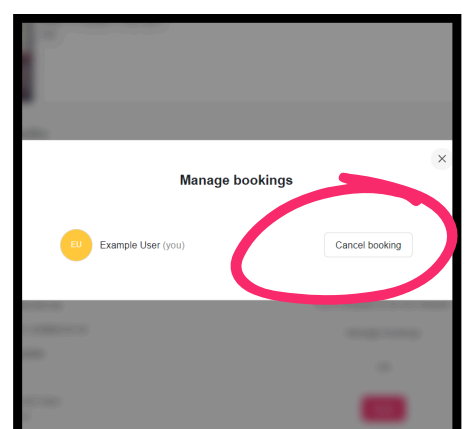
### STEP 3

Scroll to the booking you wish to cancel and select "Details" next to this booking.



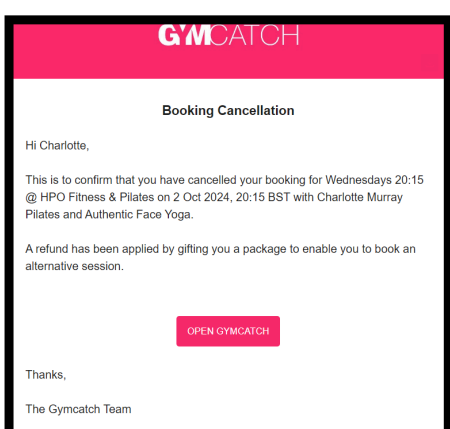
### STEP 4

Scroll down to the "Cancellation Policy" part of this booking and click on the "Manage Bookings" button.



### STEP 5

Select "Cancel Booking" within the pop up. You will get a notice to say "No booking records for this session found."



### STEP 6

You will receive an email to confirm your booking is cancelled and that you have been gifted a "Package" (credit) allowing you to book an alternative session.