

PALLISER FITNESS CENTRE ONLINE ACCOUNT SET UP & CLASS REGISTRATION



Palliser Fitness is moving toward a new registration system with Heavens Fitness

What does this mean for you?

Ability to register for all of your group **fitness, yoga, and spin classes** from the comfort of your home or office (1 week in advance of the class) and ability to view and manage your personal

Palliser Fitness Account

Class Prices

Single Drop In: \$9.00 +GST

10 Punch Card: \$60 +GST

20 Punch Card: \$120 +GST

Creating Your Palliser Fitness Account

1. Visit www.heavensfitness.com
2. Click "**Schedule**" at the top of the navigation menu
3. Click "**Palliser Fitness**" at the bottom of the menu
4. Follow the prompts for the software link and click on link
5. Choose "**Click here to create a new account**" option
6. Fill out your information and select your Username and Password. Then, click "**Create Account**"
7. Congratulations! You have successfully created your online account for the Palliser Fitness Centre

Remember to write down your new username & password, in safe place.

Sign-up for classes

1. Visit www.heavensfitness.com and click on **Schedule, Palliser Fitness, "Use this Link"**
 2. Click on Find the Class you would like to attend and click "**Sign Up**"
 3. A new pop up window will appear, look for the heading "**Been here before?**"
 4. Enter your username and password, click login
 5. The system will take you to the class you wish to sign up for, click "Click Here to Make a Single Reservation"
 6. Next, you can log out of the system in the top right corner
- OR**
7. Click on the "**CLASSES**" Tab at the top and search for additional Crank'd Class to sign up for.



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Cancel class reservation

1. Visit www.heavensfitness.com and click on Schedule, Palliser Fitness, **“Use this Link”**
2. The Heavens Software will open in a new window, enter username and password in right hand corner
3. Select the **“My Info”** Tab
4. Click **“My Schedule”**
5. Your signed up class schedule will be listed for the week.
6. If you wish to cancel out of a class, select the **“Cancel”** button that corresponds with the class that you wish to cancel

Waitlist Process

1. Follow the steps listed under **“Sign up for classes”** to register
2. If the class is full, you will have an option to be added to the waitlist. Choose **Yes** or **No** to complete the waitlist process.

If you made the Waitlist....

- You will receive an email confirmation that your name has been added to the list.
- OR**
- You can also log in to your account and select **“My Info”, “My Schedule”**
 - ✓ This will show all of your classes that you are registered for
 - If you do not wish to keep the reservation, you must cancel out of the class so that others can register for the class. Follow the steps listed under **“How to cancel Your Crank’d Reservation”**

Questions?

- Email Us at palliser@heavensfitness.com
- Phone: 403.781.8521



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