

On your account page at the top it should say Account Options for "YOUR NAME". You then want to select "View Family Members Schedule" on the lower right hand corner of the screen. See below

City of Richmond CALIFORNIA

Welcome, [Redacted] My Account | My Wish List | Sign Out

Home Activities Memberships My Cart

Home > My Account ACTIVE NETWORK

### Account Options for [Redacted]

[Redacted] Edit

Birth date: Jun 12, 1978

[Redacted]

[Password And Security Info](#)

Payment and Order Management

Other Service

#### Balance

[View Details](#)

Credit on account --

Due now --

[Pay On Account](#)

[Redacted]'s family

[Redacted]

Birth date: Jun 12, 1978

Role: Adult / Guardian

[Redacted]

Birth date: Jan 11, 1999

Role: Adult / Guardian

[Manage Family Member](#)

[View Family Members Schedule](#)

You will then see the below. If names appear under Available Family Members click the Right Arrow to move them under the Selected Family Members Box. Then highlight "FlexReg", click the Right Arrows to move it under the Selected Schedule Details Box. Finally click "View Schedule"

### Family Member Schedule

Family Member Schedule Criteria

Select one or more Customers and click search

Date From Apr 23, 2021

Date To

Weekly Layout

Monthly Layout

Available Family Members

Selected Family Members

Available Schedule Details

Selected Schedule Details

Activities

FlexReg

Leagues

Membership expirations

Private Lessons

Rentals

[View Schedule](#)

You will see the below (sample). Looks like it will tell you dates and time but will not confirm the lane, no worries staff will be able to remind you of this upon your arrival. Hope this helps

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▼ Week of May 2 - 8, 2021

Day	Time	Customer	Description	Center	Facility
Mon, May 3, 2021	9am - 9:40am	[REDACTED]	Plunge Lap Swim/ Water Exercise May -- 6793	--	
Wed, May 5, 2021	9am - 9:40am	[REDACTED]	Plunge Lap Swim/ Water Exercise May -- 6793	--	
Sat, May 8, 2021	9am - 9:40am	[REDACTED]	Plunge Lap Swim/ Water Exercise May -- 6793	--	

▼ Week of May 9 - 15, 2021

Day	Time	Customer	Description	Center	Facility
Mon, May 10, 2021	9am - 9:40am	[REDACTED]	Plunge Lap Swim/ Water Exercise May -- 6793	--	
Wed, May 12, 2021	9am - 9:40am	[REDACTED]	Plunge Lap Swim/ Water Exercise May -- 6793	--	
Sat, May 15, 2021	9am - 9:40am	[REDACTED]	Plunge Lap Swim/ Water Exercise May -- 6793	--	