



Trilogy Great Lax Bay Hotel Booking Instructions June 29 – 30, 2019

Team Coordinator: Hotel Room Block Setup

Website: <http://visitgreatlakesbay.gaslightmedia.com/index.php?catid=239>

1. Create Team Coordinator Account

Please write down your login credentials so you can easily access the portal in the future.

2019 Great LAX Bay Classic

Event dates: 06/29/2019 through 06/30/2019
This is the 6th annual tournament held at the McCarty Road Soccer Complex.
The tournament will take place Saturday, June 29, 2019 and Sunday, June 30, 2019.
Sleeping rooms will be needed June 28th and June 29th.
Cut-off to reserve a room is May 28, 2019.

Team Coordinator: (enter password) [here.](#)
If you are a new team coordinator, you may create your account by clicking [here.](#)

2. Login to coordinator account then "add team"

Create one code for your entire program if more than 1 team

2019 Great LAX Bay Classic

Rep/Coordinator Logged In: Trilogy Test

3. Click "Select Team Rooms"

Choose hotel(s), enter the number of rooms you want to reserve and click "Update Selections Below"

2019 Great LAX Bay Classic

Rep/Coordinator Logged In: Trilogy Test

4. Distribute "Team Code" to parents with the full link above.

Parents click link above then enter team code in the "Reservations" box to gain access to available rooms. Once logged in they select rooms they need and reserve them.

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Reservations: (enter team code)

If you need help setting up a coordinator account or any of your families need assistance booking rooms, please call The Great Lakes Visitors Bureau at 800-444-9979 and ask for Wendy, Anne or Anita.