

HOW TO BOOK ONLINE

We are excited to announce that we are now accepting **ONLINE RESERVATIONS!** You can access our reservation system online at www.bassresort.com.

BASS' RIVER RESORT ONLINE RESERVATION SYSTEM:

- You will have access to book new reservations and make payment
- You will be able to view past reservations, you'll be able to check out what campsites and/or lodging units you have stayed in from previous visits
- You can edit current vehicle information, add new vehicles, and remove vehicles you no longer own
- You can add family and friends to your profile, and invite them to join you for reservations

We will now give you the basic steps in creating and using your Bass' River Resort profile, making reservations, and more.

- Go to our Online Reservation System: [click here](#)
- Click: Don't have an online account? [Register for free!](#)

Guest Registration:

- If you have ever been a guest at Bass' River Resort, inquired about reservations or pricing, submitted a form at a Boat or Sport Show, receive confirmations or newsletters, etc. you **MUST** use the associated email address in order to view old reservations, edit vehicle information, etc.
- Enter the most recent contact information when you create the profile
- Submit
- After you submit; you will get an email from Bass' River Resort – Online Account Registration to confirm your Guest Registration. (If you do not see the email arrive in you **Inbox** check your **Spam, Promotions, etc.** Sometimes if you have not added us as a Contact it will not come to your inbox). Click the link to confirm. Log in to your account.
- To make a reservation click: **Create a New Reservation**, after it creates you will click: Return to Reservations.

MY RESERVATIONS

- There are **3 main choices**: 1)Reservation, 2) Members, 3) Vehicles
- Reservation:
- **Add Activity**: Click to add one of our services- Float, Camp, Lodge, Catering
- After you add an activity you will follow the prompts to complete your reservation
- At the final step you can Abort Changes, Submit Inquiry, or Submit Reservation.
- This is where you will enter a **Promo Code** if you have one to apply
- **Abort Changes** – If you have chosen to edit a reservation, get to the final step and decide to keep reservation as it was you will hit this button to go back to original reservation.

- **Submit Inquiry** – Will save the information you have inquired about; dates, trip locations, units, campsites, boats, etc
- **Submit Reservation** – you will create a reservation for the dates and services you choose
- After you choose one of the above options it will take you back to your [Main Reservation Screen](#)
- **Make Payment:** Payment will be due before exiting the reservation system. If no payment is made, reservation will be Cancelled
- **Send Confirmation:** Send an email confirmation to yourself

MEMBERS

- Add your family and friends to your reservation; send them an invitation letting them know you want them to join you on your trip!
- **Add New Member:** Invite a friend or family member who has never been on a reservation with you OR someone who is NOT on your Family & Friends List. You will enter name, choose an age (Adults ages 13 & older, Youth ages 8-12, Children ages 7 & under), add email address, and lastly choose who is responsible for new member.
- **Import Member:** Invite someone who you have added to your Family & Friends List or has been previously booked on a reservation with you (My Reservations, My Joined Reservations). Choose a list, then you can search a name (if they are on a list the name will auto fill). Click Search. If they are on one of your lists their information should pop up, click the check box, and hit Import Selected Members. You can then send an invitation via email.

VEHICLES

- **Add New Vehicle:** Add a new vehicle that you have not registered previously
- **Import Member:** Import a vehicle that you have previously registered

MY PROFILE

- **My Profile:**
- Keep up to date with your best/most recent contact information
- If you need to update your email address you must contact the resort

FAMILY & FRIEND MEMBERS

- This is your "Address Book", you will add your family & friends to your registry. You can then later send them invitations for any reservations. This will help you organize and keep track of your group. Also, create an event on Facebook to get people excited and to join you!
- **Add New Member:** Add a friend or family member to your "Address Book" who has never been on a reservation with you (you can later import them and send them an invitation to join you for any reservations).
- **Import Member:** Add a friend of family member to your "Address Book" who has previously been on a reservation with you (you can later import them and send them an invitation to join you for any reservations).

MY VEHICLES

- **Add New Vehicles**
- **Edit Vehicles** that you have previously registered
- Remove vehicles you no longer own

If you have any questions, comments, concerns, or issues you may contact Bass' River Resort at 1-800-392-3700 or by email at bassriverresort@gmail.com.