

Please follow the instructions below to book multiple children into a Play Session. This will avoid complications and unavailability at check-in.

Important First Steps:

1. You must have completed a [Facility Waiver](#) for all children you wish to add
2. You must create an account in the Self Serve Site:
<https://theplayplacewilton.ezfacility.com/Sessions#>. All children must be listed under the Relationships tab on your Account Profile. You will be sent an email asking you to confirm each relationship. If you have done this successfully, your children will be listed on your account.
3. If you would like to purchase a 10 Pass of Play to use to book playtime, you must first select "Buy" then "Packages" from the hamburger menu on the left. Buy the 10 Pass in your name. After you have completed the checkout, you should be returned to the calendar to book sessions, following the steps below.

Booking Playtime if you have a 10 Pass of Play or Membership:

1. Select the date and time on the calendar for when you would like to book playtime.
2. The pop-up prompts you to select who you are "**Booking for.**" Please select your child or one of your children from the list. **Do not book playtime under your name.**
3. The Package drop-down will show if you have any of your 10 Pass remaining or if you have a current unlimited membership. Select "**Book**"
4. Your child will now be booked into the session using your package.
5. **To book additional children**, select the "**Filter**" button on the top right of the calendar. Your other children should appear here and you can select each one and then select "**Filter**". Repeat as necessary until all your children are booked into the play session using your 10 pass or valid membership.

Purchasing a Play session and booking into a time slot:

1. Select "**BUY**" then "**Packages**" from the hamburger menu on the left. Purchase passes under the adult name. From the checkout page, you can select either a 10-pass of play or the quantity of individual passes you would like to purchase.
2. Once you have completed the checkout, you should be returned to the calendar page. Select the date and time on the calendar for when you would like to book a playtime.
3. The pop-up prompts you to select who you are "**Booking for.**" Please select your child or one of your children from the list that you wish to book in, select the "**2hr Open Play 1(or multiple) Remaining,**" and select "**BOOK.**"
4. To book additional children, select the "**Filter**" button at the top right of the calendar. Your other children should appear here, and you can select each one and then select the green "**Filter**" button again.
5. Repeat the process of selecting the required time on the calendar. If you have packages remaining, you should be able to book your other children. If you have any difficulties, please don't hesitate to call 203-210-7512, and we can book your playtime for you