



Kearney SportsPlex excited to announce the launch of our NEW online facility calendar/scheduling and membership software, FinnlySport!

Beginning February 13, you can create an account in this new system for yourself and your family and/or business (consider coach/team) by going to <https://kearneysportsplex.finnlyconnect.com/> and clicking on "Create An Account."

All users of the Kearney SportsPlex must have an online account set up before accessing or renting space within the facility. Having an account at the SportsPlex will allow you to access punchcards for drop-in play, ease of invoicing or payment options for facility rentals, and electronic ability to sign the facility's annual waiver and release of liability.

Additionally, once your account is created, be sure to add your family members by clicking on the "Add Member" tab when you are on your main profile. Add their information to be saved in your family account.

If you are a coach/team, please add the contacts who SportsPlex would need to reach out to for billing/questions about your reservation, etc.

Scroll down to Page 2 for more in-depth step-by-step directions on creating your account.

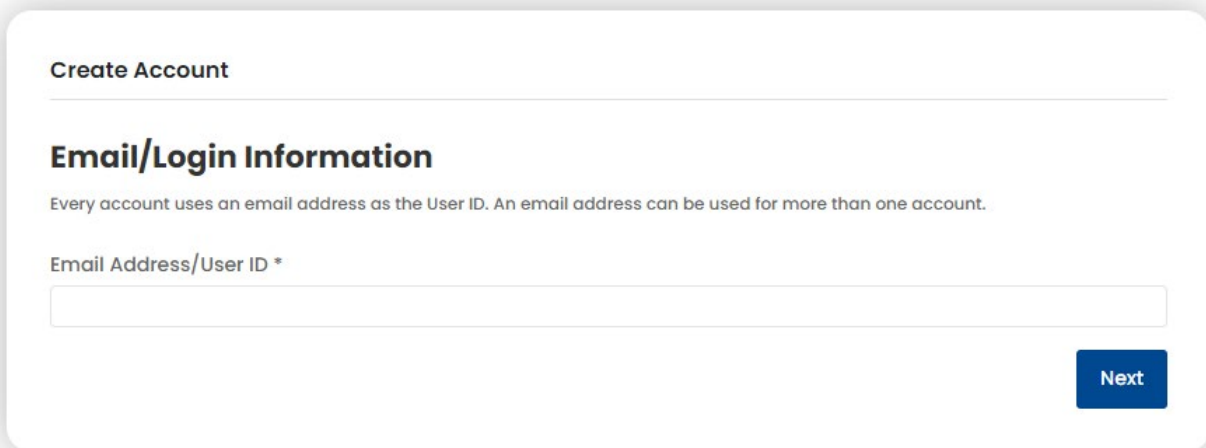
If you have any questions, please call our office at 308-455-7135.

HOW TO CREATE AN ACCOUNT IN FINNLYSPORT FOR KEARNEY SPORTSPLEX SERVICES

Go to kearneysportsplex.finnlyconnect.com. The screen below will come up on your screen.

INSERT SCREENSHOT OF SPORTSPLEX FINNLYCONNECT

Click on Create an Account on the main page of FinnlyConnect. Then the screen below will come up.



Create Account

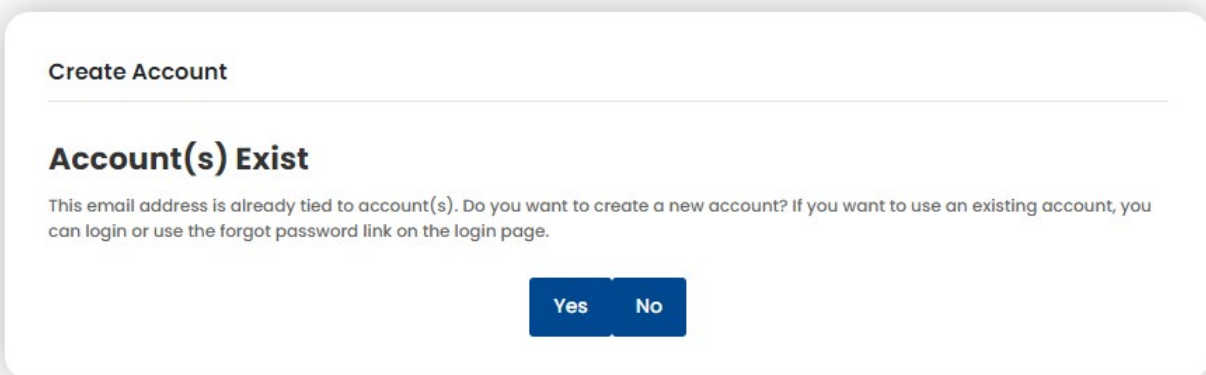
Email/Login Information

Every account uses an email address as the User ID. An email address can be used for more than one account.

Email Address/User ID *

Next

*If you already have an account set up, you will receive the message below once you add your email address:



Create Account

Account(s) Exist

This email address is already tied to account(s). Do you want to create a new account? If you want to use an existing account, you can login or use the forgot password link on the login page.

Yes **No**

This means that you already have an account set up through FinnlyConnect. You can call Kearney SportsPlex at 308-455-7135 so that we can help you going forward.

OR

Click on **No** then you will go back to the home page to login. Click on **Reset Password?** to create a new password for your account.

Login using the email address that you typed in first and the password you created to get onto your account.*

If you do **NOT** have an account, follow the directions below:

Enter your personal email address that you will want to use for your individual/household/business account. Click on the **Next** button.

Create Account

Head Of Account

First Name *

Middle Name

Last Name *

Gender

Birthdate (M/D/YYYY)



Email Communication Preference *

Text Communication Preference *

Primary Phone *

Use this number for text messages

Alternate Phone

Use this number for text messages

Emergency Contact

Emergency Phone

Address

Address Line 1 *

Address Line 2

City *

State *

Zip *

Zip +4

Back

Next

Create Account

Account

What type of account are you creating? The type of account will determine facility rates.

Account Type *

--Select Account Type--

Account Name *

Account Password

Password *

Confirm Password *

Select Account Type, a drop down menu will come up. Options are Individual, Household/Family or Coach/Team.

For Account Name:

- Individual: enter your first name and last name
- Household/Family: enter your Last Name with Family
- Coach/Team: enter the coach's last name and team name

**There will be multiple family accounts with the same name. This will not mean that the accounts will link together. Your account is set up with the email that you sign up with and will be tied to the family members you add onto your account.

Enter the password that you would like for your account. Confirm with the same password.

Click on the **Next** button.

INSERT SCREENSHOT OF SECURITY CODE BOX

The screenshot above is what you will see after clicking on the **Next** button. In your email that you signed up with, you will find an email message about your security code. Type that security code into the FinnyConnect screen.

NOW YOU HAVE AN ACCOUNT!

If you would like to add your family members to your account, directions are as follows:

Account Members

Add Member

Click on the **Add Member** button under your account. Add in as many members as you would like.

The form is titled "Add Member" and is divided into two main sections: "Personal Information" and "Contact Information".

Personal Information

- First Name * (text input)
- Last Name * (text input)
- Gender * (dropdown menu with "--Select Gender--")
- Birthdate (M/D/YYYY) * (text input with a calendar icon)

Contact Information

- Text Communication Preference * (dropdown menu with "--Select Preference--")
- Email Communication Preference * (dropdown menu with "--Select Preference--")
- Primary Phone * (text input)
 - Use this number for text messages
- Alternate Phone (text input)
 - Use this number for text messages
- Emergency Phone (text input)
- Email Address (text input)
- Emergency Contact (text input)

At the bottom of the form, there are two buttons: "Cancel" and "Save".

**CALL KEARNEY SPORTSPLEX WITH
ANY QUESTIONS (308-455-7135)**