

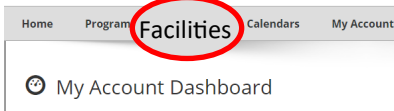
# EQUIPMENT ACCESSIBILITY LOAN PROGRAM

Follow the steps below to book your equipment online.  
Need Help? Call 902-863-1141

**STEP 1:** Go to [recreation.antigonishcounty.ns.ca](http://recreation.antigonishcounty.ns.ca) click “Register Here”, and Login or Create a Profile.



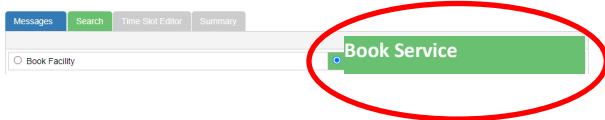
**STEP 2:** Click “Facilities”



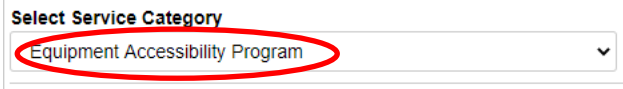
**STEP 3:** Click on “Facility Booking Request”



**STEP 4:** Click “Book Service”

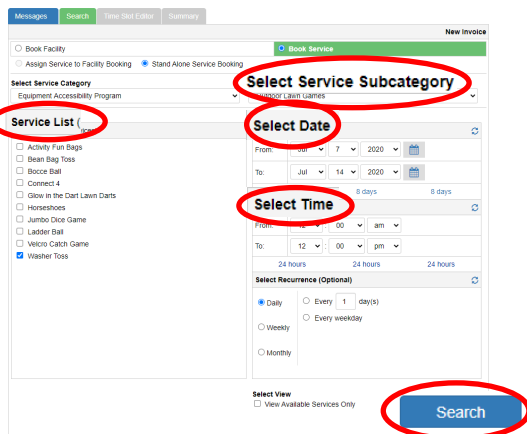


**STEP 5:** Select your Service Category by clicking “Equipment Accessibility Program”



**STEP 6:**

- Select your Service Subcategory. Ex: Outdoor Lawn Games
- Select item(s) you want to borrow from service list



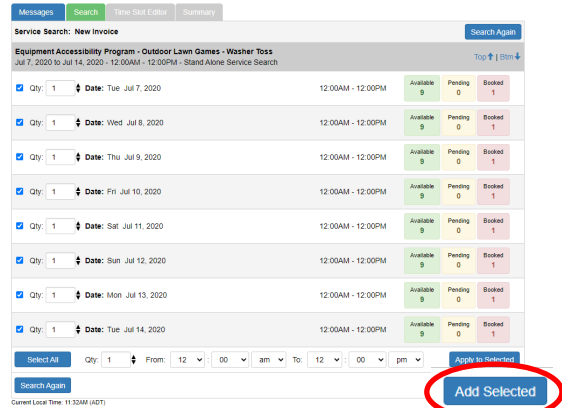
**STEP 7:**

- Select the dates you want to borrow the items (dates must be from Tues 12:00am-Tues 12:00am or Thurs 12:00am-Thurs 12:00am)
- Click “Search”

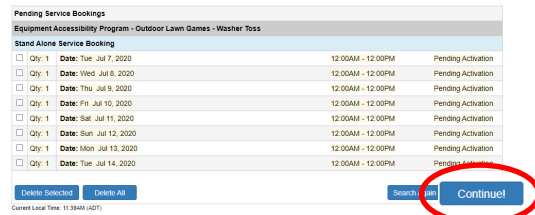
**PLEASE NOTE:** maximum booking period is one week. ALL equipment is due back between 2pm-6pm on the day of return.

**STEP 8:**

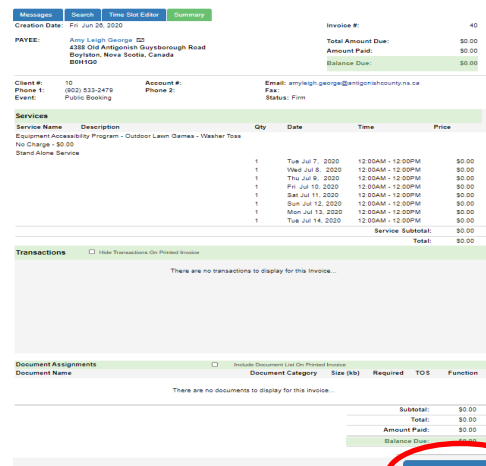
- Select the quantity you would like for your item(s). Each separate item must have the same quantity for the rental week
- Click “Add Selected”



**STEP 9:** Click "Continue"



**STEP 10:** An invoice will appear this confirms your booking.



Click Actions to print or email your invoice