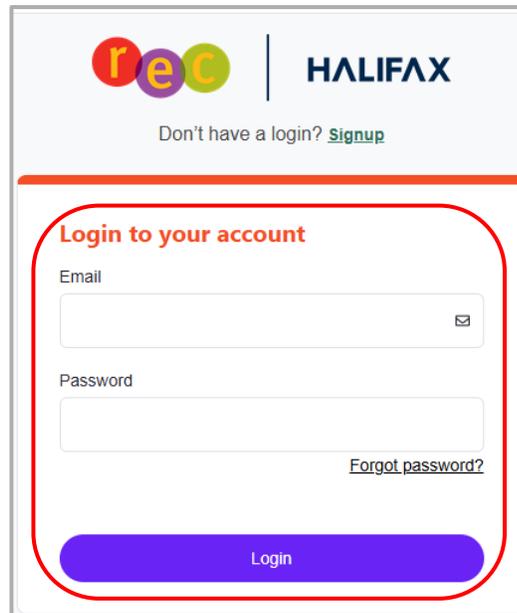


# How to Book a Facility Rental

1

## Log Into Your MyREC Account

Enter your **email** and **password**, then click the blue **Login** button



rec | HALIFAX

Don't have a login? [Signup](#)

**Login to your account**

Email

Password

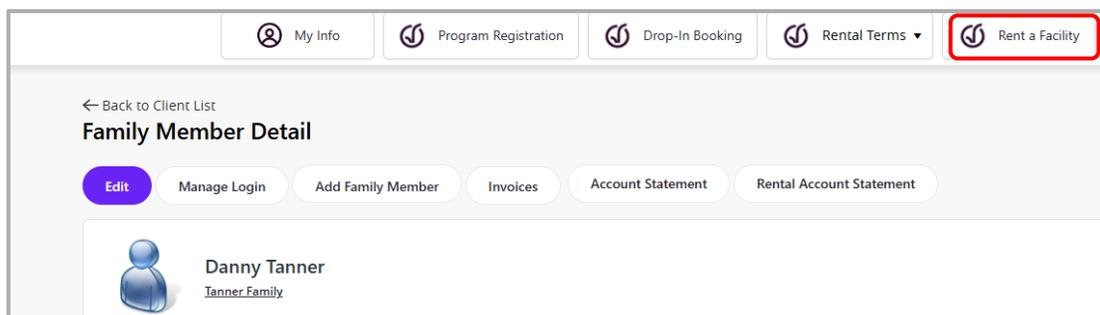
[Forgot password?](#)

Login

2

## Click on Rent a Facility

In the bar at the top of the page.



My Info Program Registration Drop-In Booking Rental Terms **Rent a Facility**

← Back to Client List

**Family Member Detail**

Edit Manage Login Add Family Member Invoices Account Statement Rental Account Statement

 **Danny Tanner**  
Tanner Family

3

### Click on the Type of Facility

[Hyperlinked](#) facilities are available for booking. Click on the [hyperlink](#) to learn more about each facility.

Book a Facility Rental

All Weather Fields <a href="#">Last Minute All Weather Field</a>	Arenas (Dry Floor) <a href="#">Last Minute Dry Floor</a>	Arenas (Ice) <a href="#">Last Minute Ice</a>
Ball Diamonds <a href="#">Baseball - Game</a> <a href="#">Baseball - Practice</a>		

4

### Using Filters

Using filters on the left-hand side will help to narrow your search.

Date within  
2025-05-26 & 2025-05-26

Time within  
8:00 AM & 11:00 PM

Length  
[ ] hrs : [ ] mins

Sun Mon Tue Wed Thu Fri Sat

Check Availability Reset

Use the date and time fields to search availability.

**Location**

- Astral Drive Elementary School
- Beaver Bank Kinsac Park
- Beazley Park
- Beech Hill Road Park
- Bissett Lake Park

[Show more](#)

**Facility Types**

- Ball Diamond Class A
- Ball Diamond Class B
- Ball Diamond Premier

**Amenities**

- Crusher Dust
- Lights - Musco
- Lights - push button
- SandSoil

You can search by **Location** by checking the box.

Search by **Facility Type** to find the type of facility needed.

Use **Amenities** for your search if a certain amenity is needed.

5

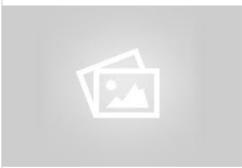
**Click on Choose to select a facility.**

A list of available facilities will populate. Scroll through the list to locate your facility or use the filters on the left-hand side to narrow your search results.

Baseball - Practice

[← Back](#)

118 Results Found



**Diamond**

Location: Astral Drive Elementary School

Amenities: SandSoil

Choose

Ball Diamond Class B

6

## Select Your Duration

In the dropdown, select the duration needed for your facility rental.

← Back

# Paul Mason Ball Diamond

Astral Drive Elementary School

1 Activity and duration

Ball Diamond A

2 1 h 30 mins people to attend

3 1 h 2 h 2 h 30 mins 3 h 3 h 30 mins 4 h available time to reserve

Jump To Date

7

## Enter Number of People Attending

Enter 1 for the number of people to attend.

2 Number of people to attend

1

# 8

## Select an Available Time to Reserve

Click on the **Jump To Date** to select a date in the future or use the arrows to advance to future dates. Select a timeframe that says **Reserve**. Any slots that say **Call to Reserve** cannot be rented online. Please call to reserve those times.

*Jump to Date allows you to quickly pick a date.*

*Using the arrows can also help filter dates.*

3 Select an available time to reserve

Jump To Date

May 26 - Jun 1, 2025

Time	Mon May 26	Tue May 27	Wed May 28	Thu May 29	Fri May 30	Sat May 31	Sun Jun 1
8:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
8:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
9:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
9:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
10:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
10:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
11:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve
11:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve
12:00 PM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve
12:30 PM	Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve	
1:00 PM	Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve	
1:30 PM	Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve	

# 9

## Facility Details

Details about the facility show on the right-hand side. **Facility Hours, Fees, Location** (and map), and **Amenities** are listed.

### Facility Hours

Sunday	08:00 AM - 08:30 PM
Monday	08:00 AM - 08:30 PM
Tuesday	08:00 AM - 08:30 PM
Wednesday	08:00 AM - 08:30 PM
Thursday	08:00 AM - 08:30 PM
Friday	08:00 AM - 08:30 PM
Saturday	08:00 AM - 08:30 PM

### Fees

HRM R Ball Diamond A Adult 25/26	\$19.00/1 h <small>Plus Tax</small>
HRM R Ball Diamond A Community 25/26	\$9.50/1 h <small>Plus Tax</small>
HRM R Ball Diamond A Corporate 25/26	\$24.33/1 h <small>Plus Tax</small>
HRM R Ball Diamond A Youth 25/26	\$9.50/1 h <small>Plus Tax</small>

### Location

238 Astral Drive, Cole Harbour

### Amenities

- ✓ Sand/Soil

# 10

## Click on Reserve in the Time Slot

Select **Reserve** in the time slot that matches the start time of your facility rental. A green block of time that matches your duration will populate.

	May 26 - Jun 1, 2025						
Time	Mon May 26	Tue May 27	Wed May 28	Thu May 29	Fri May 30	Sat May 31	Sun Jun 1
8:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
8:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
9:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
9:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
10:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
10:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve		Reserve
11:00 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve
11:30 AM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve
12:00 PM		Call to Reserve	Call to Reserve	Call to Reserve	Reserve	Reserve	Reserve

11

## Click on Reserve

Confirm your reservation details and click on **Reserve**.

**You're about to reserve:**

- Paul Mason Ball Diamond
- Ball Diamond A
- 01-Jun-2025
- 09:30 AM-11:30 AM

**Reserve**

12

## Select Your Name

In the list of clients, select your name. Other clients in your family group will not be available to select.

← Back to Event

Paul Mason Ball Diamond  
Ball Diamond A  
01-Jun-2025  
09:30 am - 11:30 am

1 Who is making this reservation?  
2 Questionnaire  
3 Payment

 Danny Tanner (You)

 Stephanie Tanner

Next

# 13

## Agree to the Terms & Conditions

Review all **Terms & Conditions** and agree to the required fields. Then click **Next**.

1 Account 2 Questionnaire 3 Payment

### Indoor and Outdoor Facilities Questionnaire

Dannry Tanner

#### Last-Minute Rental Rules and Conditions

- Last-Minute Rentals are not and cannot be used to replace regular bookings.
- All terms and conditions of a standard rental contract for the facility apply to Last-Minute Rentals. Rental contract terms and conditions for each facility can be viewed here:  
[HRM Indoor Facilities](#)  
[HRM Outdoor Facilities](#)
- Last-Minute Rentals are final and are non-refundable.
- HRM reserves the right to limit Last-Minute Rentals where it is considered to be used for profit or gain, or is being abused to replace regular contract bookings.
- Last-Minute Rentals are booked on a first come, first served basis.
- Last-Minute Rentals will be released online for purchase 14 days in advance of availability.
- HRM reserves the right to cancel or amend the implementation of Last-Minute Rentals at any time at its discretion. If a booking is cancelled by the recreation facility, a credit for the booking will be added to the client's account.

Equipment set-up is my responsibility. \*

I agree.

I accept all Last-Minute Rental Rules and Conditions noted above. \*

I agree.

I have read and accept the rental contract terms and conditions for the facility. \*

I agree.

Next

# 14

## Pay for your Facility Rental

Enter your payment details and click **Place My Order**.

### Payment Method

Your available credit

Use your credit balance  
Available: \$0.00 (Total \$54.44)

Your credit cards

Add a new Card

Name on Card

Card number

Expiry month Expiry Year

CVV

Address (Street)

City

Country State/Province Zip/Postal Code

Remember this card  
Securely save your credit card info to make your future transactions quick and seamless.

Place My Order Continue Shopping

### Order Summary

Clear Cart

Paul Mason Ball Diamond	\$38.00 X
15596 01-Jun-2025, 09:30 AM - 11:30 AM	

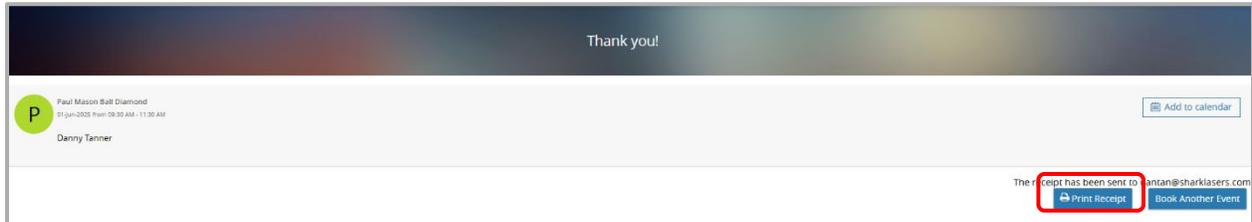
Subtotal: \$38.00  
HST: \$5.32  
**Total: \$43.32**

Gift Card or Promo Code

15

## Confirmation and Receipt

You will receive a **Confirmation** of your reservation and can **Print Receipt**.



If you need additional help, call our Recreation phone line at 902-490-6666 or drop by your [local municipal recreation centre](#).