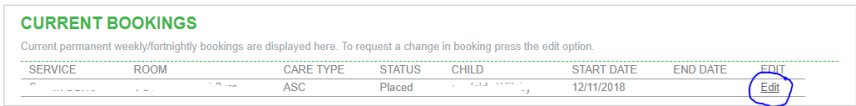
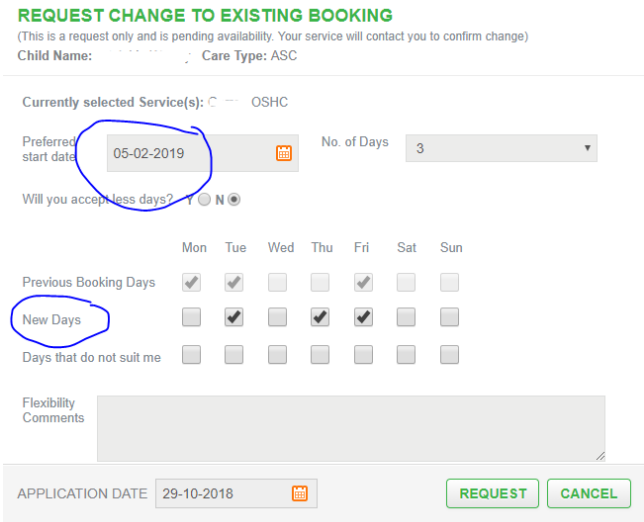
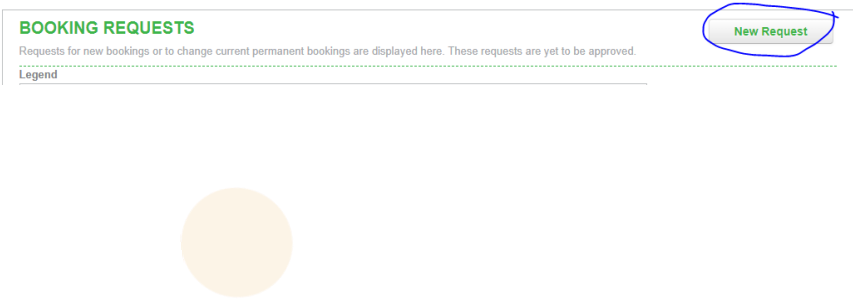
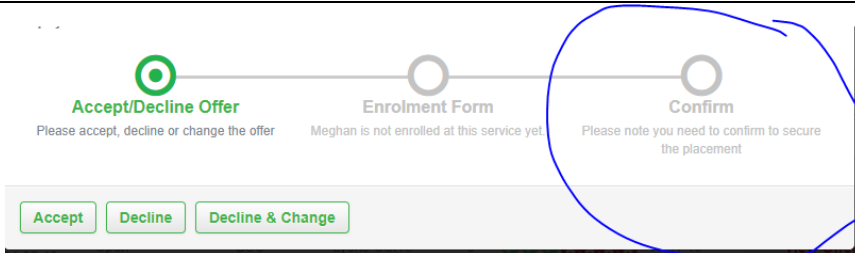


## Requesting changes to your existing booking

<p><b>Step 1.</b> Click 'edit' next to your most recent booking</p>	 <p><b>CURRENT BOOKINGS</b> Current permanent weekly/fortnightly bookings are displayed here. To request a change in booking press the edit option.</p> <table border="1"> <thead> <tr> <th>SERVICE</th> <th>ROOM</th> <th>CARE TYPE</th> <th>STATUS</th> <th>CHILD</th> <th>START DATE</th> <th>END DATE</th> <th>EDIT</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>ASC</td> <td>Placed</td> <td></td> <td>12/11/2018</td> <td></td> <td><a href="#">Edit</a></td> </tr> </tbody> </table>	SERVICE	ROOM	CARE TYPE	STATUS	CHILD	START DATE	END DATE	EDIT			ASC	Placed		12/11/2018		<a href="#">Edit</a>																
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		ASC	Placed		12/11/2018		<a href="#">Edit</a>																										
<p><b>Step 2.</b> Set your preferred start date and select the new days you wish to book. Make sure that you still include any days you currently have and wish to keep, otherwise it will be assumed that you no longer require these days.</p>	 <p><b>REQUEST CHANGE TO EXISTING BOOKING</b> (This is a request only and is pending availability. Your service will contact you to confirm change) Child Name: Care Type: ASC</p> <p>Currently selected Service(s): OSHC</p> <p>Preferred start date: 05-02-2019 No. of Days: 3</p> <p>Will you accept less days? Yes No</p> <table border="1"> <thead> <tr> <th></th> <th>Mon</th> <th>Tue</th> <th>Wed</th> <th>Thu</th> <th>Fri</th> <th>Sat</th> <th>Sun</th> </tr> </thead> <tbody> <tr> <td>Previous Booking Days</td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>New Days</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Days that do not suit me</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </tbody> </table> <p>Flexibility Comments</p> <p>APPLICATION DATE: 29-10-2018</p> <p><a href="#">REQUEST</a> <a href="#">CANCEL</a></p>		Mon	Tue	Wed	Thu	Fri	Sat	Sun	Previous Booking Days	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	New Days	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Days that do not suit me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<p><b>Step 3.</b> If you are requesting a new booking (i.e for a new child or a care type you have not previously used) please click 'new request' and follow the instructions in step 2.</p>	 <p><b>BOOKING REQUESTS</b> Requests for new bookings or to change current permanent bookings are displayed here. These requests are yet to be approved.</p> <p><a href="#">New Request</a></p> <p>Legend</p>																																
<p><b>Step 4.</b> Once an offer is made you will then need to log back in to <b>accept and confirm</b> the booking before the change is finalized.</p>	 <p><b>Accept/Decline Offer</b> Please accept, decline or change the offer</p> <p><b>Enrolment Form</b> Meghan is not enrolled at this service yet.</p> <p><b>Confirm</b> Please note you need to confirm to secure the placement</p> <p><a href="#">Accept</a> <a href="#">Decline</a> <a href="#">Decline &amp; Change</a></p>																																