



Raising a Support Call Online

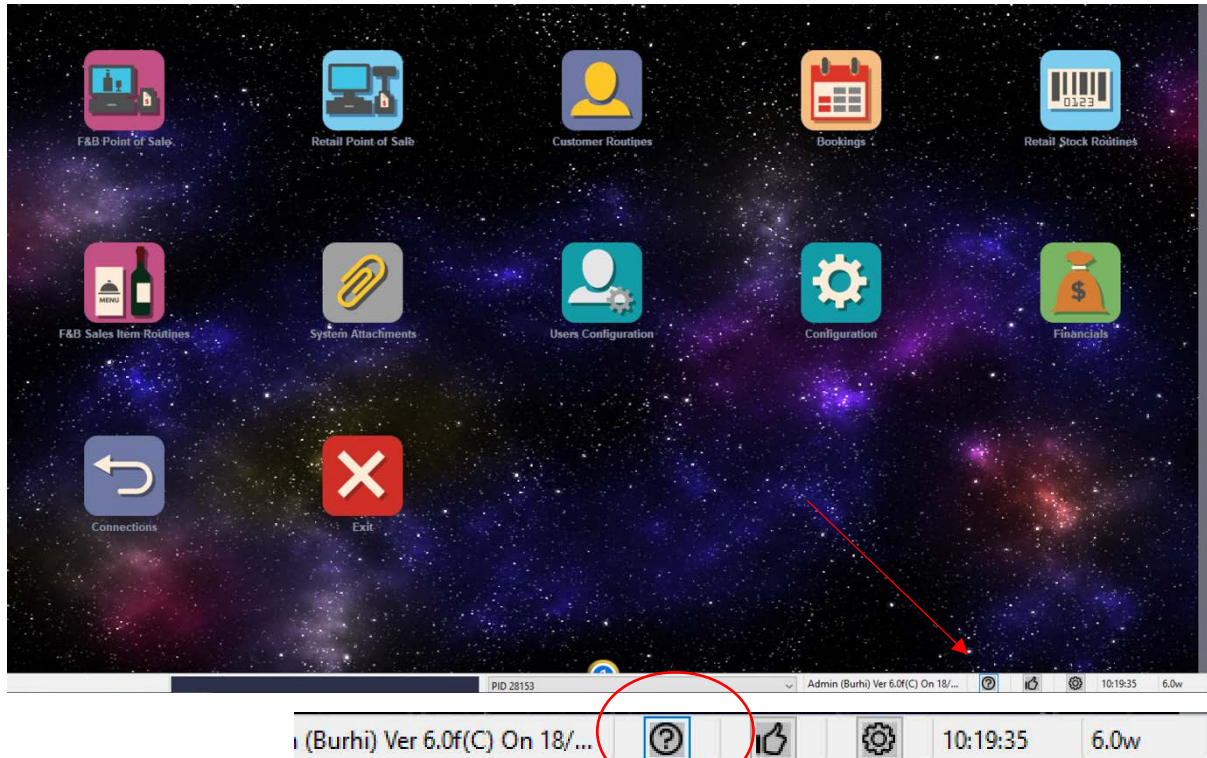
Table of Contents

Raising Your Call	2
-------------------------	---

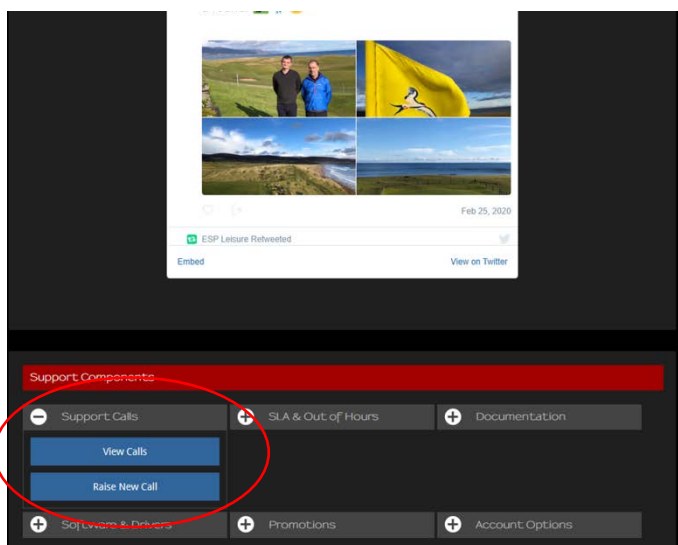


Raising Your Call

1. From the main ESP desktop, select the ? icon at the bottom of the screen.



2. From the page now loaded, scroll down to the bottom of the screen. Select 'Support Calls'. From this menu you can view current and past calls or raise a new call.
3. To raise a new call, select 'Raise New Call'.
4. Enter the details for the call you are raising, select submit and we will contact you.



The art of
Leisure Management Systems

Name - OK
ESP

Email *
esp@e-s-p.com

Contact number - OK
02082515100

Subject - OK
Refunding a Deposit

Description *
I do not know how to refund a group booking deposit. Please can someone talk me through or send user guide. Thanks

SUBMIT