

If you have booked into a class and are no longer able to attend, can you please cancel as soon as possible.

How to cancel your bookings

To cancel a booking, you need to be logged into Xplor, our booking system.

To access the Xplor website, click on the link below:

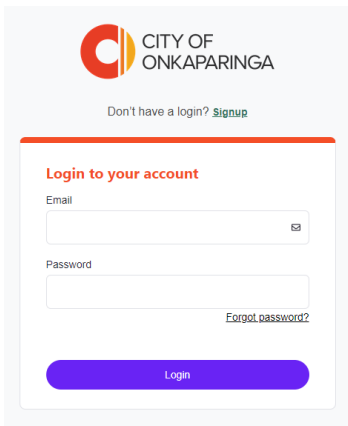
- [Xplor Login](#)

OR via the HALO website

- <https://www.onkaparingacity.com/Community-facilities-support/Sport-and-recreation/HALO/OUTFIT-Onkaparinga>

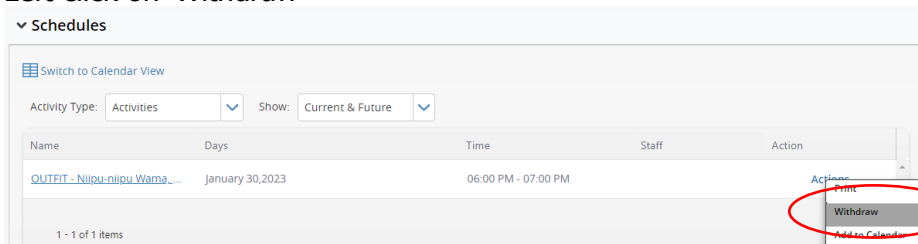
Left click on 'log in' if you already have an account

Enter Email and Password and click 'Login',



Once you have logged in, your name will now be in the top right-hand corner.

- Scroll down the page and left click on 'Schedules'
- Left click on 'Switch to List View' – this will bring up all your activities you have booked into.
- Left click on the 'Actions' right of the activity you would like to cancel
- Left click on 'Withdraw'



Name	Days	Time	Staff	Action
OUTFIT - Niipu-niipu Wama...	January 30, 2023	06:00 PM - 07:00 PM		Print Withdraw Add to Calendar

- A pop-up window will appear, left click on 'Withdraw' to finalise your withdrawal from the activity.
- View the 'Withdrawal Confirmation' and you have the option to 'Print' or 'Email'