


# Schools & Groups Online Booking Instructions



To make a booking, click on this link <<here>> or copy this URL into your browser <https://ruapehualpinelifts.checkfront.com/reserve/>

If you have not yet created an account on this booking system please select 'create an account' otherwise if you have previously set up an account use your login details to continue.

## Ruapehu Alpine Lifts

 Sign in with Google

---

Email

Password

Log in

☐ Stay Logged in

[Forgot Password?](#)

Create an account


Input the first and last name of the school teacher or coordinator.

Ensure you use a shared email address that other coordinators from your school will use to avoid having multiple accounts. You can only set up one account per school.

The password should contain letters, numbers and a symbol.

Once you have created an account, the box on the right will pop up indicating that your account has been created successfully.

### New Customer Account

 Sign in with Google

---

First Name ★

Last Name ★

Email ★


New Password ★

Confirm Password ★

Cancel

Submit

### New Customer Account

 Sign in with Google

---

Account created successfully. Please follow the instructions in the verification email that has been sent to you.

lauraj2491@gmail.com

Close



Once you have verified your email and logged in you will see the screen as shown.

From the calendar, select the date of your visit.  
In this example, we'll be making a booking for the 19th of June.

Ruapehu Alpine Lifts

laura wilkinson

Book and secure your 'BEST DAY EVER' on the mountain today.

Please note:

- Ensure you are selecting the right ski area for your trip
- We offer 1 free adult package for every 6 student package purchased, please note that this will be deducted on the final invoice send to you after your visit
- This booking page is for New Zealand schools \*only\*. All International schools & educational groups need to contact the Schools and Groups coordinator directly at groups.whakapapa@mtruapehu.com (Whakapapa enquires only) groupsturoa@mtruapehu.com (Turoa enquires only)
- Happy Valley is open from 01 June 2019
- Whakapapa is open from 22 June 2019
- Turoa is open from 29 June 2019

Date:

Mon 18 Feb 19

<

FEBRUARY 2019

>

Mon	Tue	Wed	Thu	Fri	Sat	Sun
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	1	2	3
Monday February 18						

New Booking: Mon Feb 18, 2019

Whakapapa - Learn to Ski

Turoa - Learn to Ski

Whakapapa - Learn to Race

Turoa - Learn to Race

Nothing available for the dates selected.

1. Once you have selected your date, please select the appropriate ski area and programme you would like to book for.

2. The packages available will be shown once you have selected the ski area.

3. Click on 'Book Now' for the package you require.

Book and secure your 'BEST DAY EVER' on the mountain today.

Please note:

- Ensure you are selecting the right ski area for your trip
- We offer 1 free adult package for every 6 student package purchased, please note that this will be deducted on the final invoice send to you after your visit
- This booking page is for New Zealand schools \*only\*. All International schools & educational groups need to contact the Schools and Groups coordinator directly at groups.whakapapa.govt.nz
- Happy Valley is open from 01 June 2019
- Whakapapa is open from 22 June 2019
- Turoa is open from 29 June 2019

Date:

Wed 19 Jun 19						
JUNE 2019						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Wednesday June 19						

1.

2.

New Booking: Wed Jun 19, 2019

Whakapapa - Learn to Ski Turoa - Learn to Ski Whakapapa - Learn to Race Turoa - Learn to Race

100 AVAILABLE

Ski Package

This package includes an All Mountain Lift Pass, Recreational Ski/Snowboard rental equipment

☒ Book Now

[Details](#)

[Availability](#)

100 AVAILABLE

Snowboard Package

This package includes an All Mountain Lift Pass, Recreational snowboard and boots with h

☒ Book Now

[Details](#)

[Availability](#)

3.

1. Confirm selected date is per previous date selection. However, you can change it if needed by clicking on the calendar icon.

2. Select desired time slot for lesson. Please note that lessons run for 1hr50mins.

3. Input amount of adults/students requiring the package.

Click 'Continue' to confirm or click 'Close' to go back to the previous screen.

DetailsAvailabilityBook Now

### Ski Package

✓ 100 Available

1.

DateWed 19 Jun 19

2.

Time

09:00 AM - 11:00 AM

11:00 AM - 01:00 PM

01:00 PM - 03:00 PM

3.

Adult0 x \$75.00

Student0 x \$75.00

Wed Jun 19, 2019

Apply Promo or Voucher

CloseContinue

You will be taken to a "Create Booking" page that shows the current summary of your cart.

To add another package, or another day (for multi-day booking), select "Add to Booking" and this will take redirect you to the previous screen.

To modify the time, date or number of adults/students for each package, click the pencil icon next to the item.

Under each package, you can select add-ons by clicking the '+' button. You can specify how many adults/students you'd like the add on for by clicking on the 'book now' button.

Create Booking

When you are ready to proceed please fill out your details below to confirm your booking.

+ Add to Booking

Clear All

Item	Rate	Amount
<div><div></div><div>Ski Package</div><div>Wed Jun 19, 2019 09:00 AM - 11:00 AM</div></div>	<div>Adult: 1 @ \$75.00</div> <div>Student: 6 @ \$75.00</div>	\$525.00
<div><div>+ 1hr Sledding Pass</div><div>Click to select an option.</div></div>		Not Selected
<div><div>+ Clothing Combo</div><div>Click to select an option.</div></div>		Not Selected
<div><div>+ Lunch</div><div>Click to select an option.</div></div>		Not Selected
<div><div>+ Extra Lesson</div><div>Click to select an option.</div></div>		Not Selected
		Sub-Total: \$525.00
		Total (NZD): \$525.00

Proceed to fill in your school's information by scrolling down. Please ensure that 'School Name' is accurate. The School Coordinator Name and Mobile Number should be of the person who will be present on-mountain and reachable during your trip.

The terms of service need to be checked before you can proceed with your booking.

Click 'Continue'

School Name ★  
Whakapapa Groups

School Type ★  
Please Select ▼

School Postal Address ★

School Region ★

School Coordinator Name ★

School Coordinator Mobile Number ★

School Coordinator Email ★  
groups.whakapapa@mtruapehu.com

Terms & Conditions

Program Dates

School pricing will not apply on weekends or school holidays during the season.  
For safety reasons and due to high operational demand there will be a black out period during the July School holidays (05/07/2019 to 22/07/2019).

Booking Process

Availability is limited and is on a first come first served basis. To avoid disappointment, we recommend booking well in advance with the Schools & Groups Coordinator.  
Please note that once we have confirmation of discipline (Ski or Snowboard) choices, this cannot be changed during the trip.

☐ I have read and agreed to the Terms of Service ★

Continue >

Trustwave  
Secure Certificate  
Click to Validate

☒ Online Bookings by Checkfront



You will be taken to the 'Guest Details' page. We require the details of every person participating in the visit to be added as a guest.

The school coordinator can fill out the guest details or 'share this link' with other guests for them to complete themselves.

Guest details don't have to be completed at time of booking. However, please ensure they're completed 3 days prior to your visit. If you'd like to complete this later, click 'continue to receipt'

## Guest Details

Thanks for booking with Ruapehu Alpine Lifts! Further guest details are required for this booking. You can complete these now or [share this link](#).  
Alternatively, you can [continue to your receipt](#) and complete this later.

### Item List


<b>Ski Package</b> Mon Dec 10, 2018 09:00 AM - 11:00 AM	0 / 15 guests	Empty slots
<b>Snowboard Package</b> Mon Dec 10, 2018 09:00 AM - 11:00 AM	0 / 15 guests	Empty slots

### Guest List

There are no guests registered yet!

Whakapapa Groups, if you are participating [add yourself as a guest here](#).

[+ Add Guest](#)



## Guest

Add or select a guest

To start adding guest details, click 'Add Guest'

Select the relevant packages and add-ons required by the student, and click 'Continue'.

### Guest Details

Thanks for booking with Ruapehu Alpine Lifts! Further guest details are required for this booking. You can complete these now or [share this link](#).  
Alternatively, you can [continue to your receipt](#) and complete this later.

#### Item List

▶ Ski Package

Mon Dec 10, 2018 09:00 AM - 11:00 AM

0 / 15 guests

Empty slots

▶ Snowboard Package

Mon Dec 10, 2018 09:00 AM - 11:00 AM

0 / 15 guests

Empty slots

#### Guest List

Whakapapa Groups, if you are participating [add yourself as a guest here](#).

Name	Email	Status
Guest		Incomplete >

### Guest

1

Select Items

☒ Ski Package

Mon Dec 10, 2018 09:00 AM - 11:00 AM

☒ Adult

☐ Student

☐ Snowboard Package

Mon Dec 10, 2018 09:00 AM - 11:00 AM

Continue

2

Guest Information

Proceed to fill in all required information marked by an asterisk (\*).

Shoe size, weight and height fields are only required for students renting ski or snowboard equipment.

Alternatively, you can send the link to the parent of the student to fill out the details, by clicking on 'send a link'. This can only be done after selecting the package and add-ons that applies to the student.

## Guest

### ✓ Select Items

Ski Package  
Mon Dec 10, 2018 09:00 AM - 11:00 AM  
Adult

### 2 Guest Information

Enter guest info below, or alternatively  
[send a link](#) for the guest to complete later.

First Name \*

Last Name \*

Age \*

Email

Not required

Shoe Size (cm)

in Mondo Point : Measure foot size from heel to toe in cm. Refer to template link provided in confirmation email.

Weight (kg)

Height (m)

Skill Level \*

- ☐ Level 1
- ☐ Level 2
- ☐ Level 3
- ☐ Level 4
- ☐ Level 5
- ☐ Adaptive

Continue

1. To send a link to a parent or guardian, click 'send a link'

Insert the email address and click 'Continue'

2. Once the link has been sent, you will see an updated message "Waiting for guest to complete information"

1.

### Guest

✓

Select Items

Ski Package  
Mon Dec 10, 2018 09:00 AM - 11:00 AM  
Adult

2

Guest Information

Email a link for the guest to complete later.  
Alternatively, [return to the form](#) and complete it now.

Email

Continue

2.

### Guest

✓

Select Items

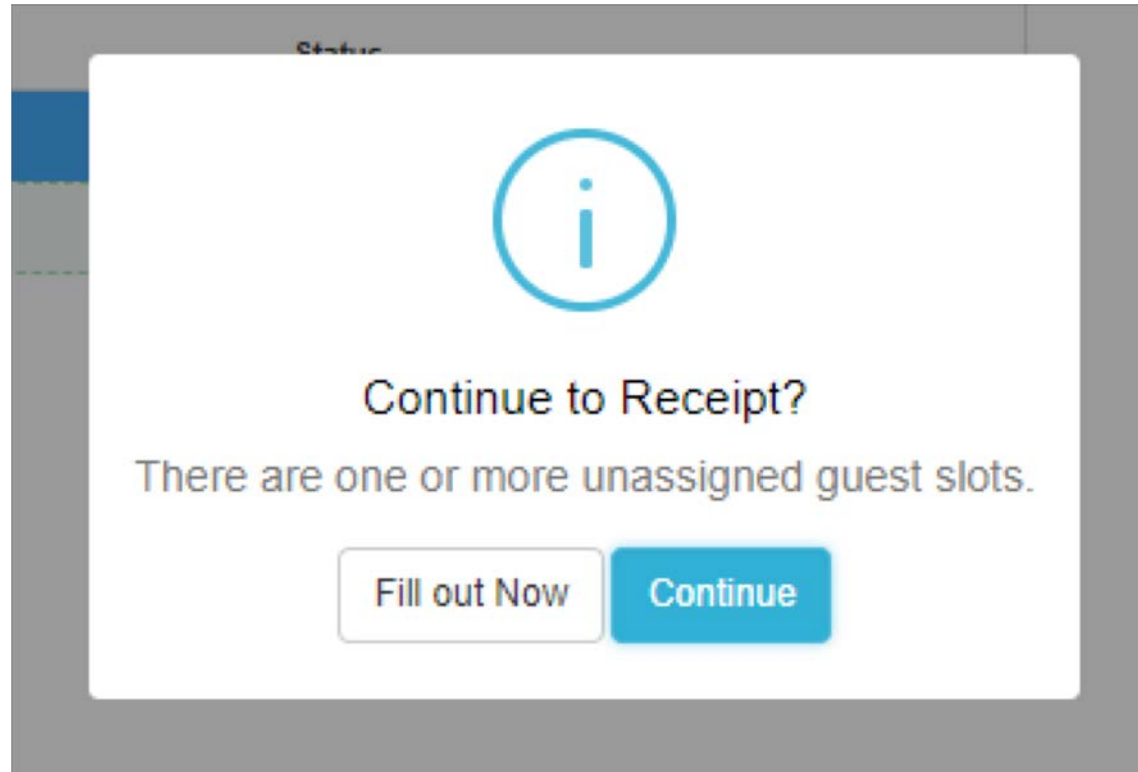
Ski Package  
Mon Dec 10, 2018 09:00 AM - 11:00 AM  
Adult

2

Guest Information

Waiting for guest to complete information

If you would like to complete this later, click on 'continue to receipt' and then 'Continue' to view your booking confirmation.





Thank you! Your booking has been created.

✉ A copy of this receipt has been e-mailed to groups.whakapapa@mtruapehu.com .



## Booking Confirmation



**RESERVED**

Ruapehu Alpine Lifts

Whakapapa Groups  
ok  
55555  
✉ groups.whakapapa@mtruapehu.com

Booking ID:	VZAJ-261118
Created:	November 26, 2018
Booking Date:	December 10, 2018
Total (NZD):	\$2,250.00

Item	Rate	Amount
Ski Package (15) Mon Dec 10, 2018 ⌚ 09:00 AM - 11:00 AM	Adult: 5 @ \$75.00 Student: 10 @ \$75.00	\$1,125.00
Snowboard Package (15) Mon Dec 10, 2018 ⌚ 09:00 AM - 11:00 AM	Adult: 5 @ \$75.00 Student: 10 @ \$75.00	\$1,125.00
School Type: Homeschool		Total: \$2,250.00
School Region: ok		Amount Paid: \$0.00
School Coordinator Name: Chelsea		Balance Due: \$2,250.00
PDF (Print)		

Guest Details

Complete Guest Details



🖨 Print receipt

🌐 Return to mtruapehu.com

☰ View My Bookings

➕ Create another booking

☑ Online Bookings by Checkfront

Your booking confirmation will be shown on the page and a copy will be sent to the email address registered for this account.

In the booking confirmation email you will find the 'Complete Guest Details' button if details were not provided at time of booking.

To make changes to your booking, go back to the link provided on page 1 and log in to your account. Do not create a new account - you only need to do this once.

Click on the top right corner with your school name on it, and select 'Profile'

Ruapehu Alpine Lifts

Whakapapa GroupsSecure Online Booking

Book

Tue 11 Dec 18

<

DECEMBER 2018

>

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Tuesday December 11

New Booking: Tue Dec 11, 2018

Whakapapa - Learn to Ski

Turoa - Learn to Ski

Whakapapa - Learn to Race

Turoa - Learn to Race

100 AVAILABLE

☒ Book Now

Details

Availability

Ski Package

This package includes an All Mountain Lift Pass, Recreational Ski/Snowboard rental equipment with helmet, Sightseeing Pass and 1 x 1hr50min lesson.

100 AVAILABLE

☒ Book Now

Details

Availability

Snowboard Package

This package includes an All Mountain Lift Pass, Recreational snowboard and boots with helmet, Sightseeing Pass and 1 x 1hr50min lesson.

AVAILABLE

☒ Book Now

Details

Availability

1hr Sledding Pass

This pass is valid for 1 hour of sledding in Happy Valley per person.

You will see a list of bookings made by your school. Click on the booking code for the booking you wish to edit to view the booking confirmation.

Note: If you would like to cancel your booking, click 'cancel booking' under the booking status. Please confirm with the Schools and Groups Coordinator before cancelling any bookings as a cancellation fee may apply.

## My Account

[← Back to Booking Page](#)

Bookings

Account

Saved Information

### Bookings

Booking Code	Created Date ↓	Booking Date	Item Summary	Booking Total	Total Paid	Booking Status
<a href="#">TRSB-271118</a>	27/11/18	Tue Dec 11, 2018	Ski Package	\$750.00	\$0.00	<div>Reserved</div> <div>Cancel Booking</div>
<a href="#">QDFC-261118</a>	26/11/18	Wed Dec 5, 2018	Ski Package, Lunch, Extra Lesson	\$100.00	\$0.00	<div>Void</div> <div>Cancel Booking</div>
<a href="#">ANRQ-261118</a>	26/11/18	Mon Dec 10, 2018	Ski Package	\$1,500.00	\$0.00	<div>Void</div> <div>Cancel Booking</div>
<a href="#">VZAJ-261118</a>	26/11/18	Mon Dec 10, 2018	Ski Package, Snowboard Package	\$2,025.00	\$0.00	<div>Cancelled</div>

In the booking confirmation screen, you will see the option on the top right hand corner to 'Edit this booking'

# Invoice

[← Back to my account](#)

[Edit this booking](#)

## Booking Confirmation



Ruapehu Alpine Lifts

**RESERVED**

Hogwarts  
PO Box 123456  
55555  
✉ groups.whakapapa@mtruapehu.com

Booking ID:	TRSB-271118
Created:	November 27, 2018
Booking Date:	December 11, 2018
Total (NZD):	\$750.00

Item	Rate	Amount
Ski Package (10) Tue Dec 11, 2018 🕒 09:00 AM - 11:00 AM	Student: 10 @ \$75.00	\$750.00
School Type: Primary		Total: \$750.00
School Region: Mt Ruapehu		Amount Paid: \$0.00
School Coordinator Name: Chelsea		Balance Due: \$750.00

PDF (Print)

## Guest Details

[Complete Guest Details](#)



On the 'Edit Booking' screen you will see the full list of products that have been booked.

Select 'edit item' to start make any changes.

### Edit Booking

[← Back to the invoice](#)

Booking Items

Booking Form


+ Add Item

Status	Item	Qty	Date	Tax	Total	
<div><div></div>Reserved</div>	Ski Package Student: 10 @ \$75.00	10	Tue Dec 11, 2018 09:00 AM - 11:00 AM	\$0.00	\$750.00	<div>Edit Item</div>
					Sub-total	\$750.00
					\$0.00	\$750.00



Under 'Edit item' you will be able to change the date, lesson time and quantity of student/adults in the booking.

Click 'Save' to confirm the changes.

 Edit Item

Category

Whakapapa - Learn to Ski


Item

Ski Package (100)

☒ Hide unavailable items

Date

Tue 11 Dec 18



Time

09:00 AM - 11:00 AM

11:00 AM - 01:00 PM

01:00 PM - 03:00 PM

Adult

0

x \$75.00

Student

10


x \$75.00

Rate

Student: 10 @ \$75.00

Subtotal

750.00 NZD

 Apply Promo or Voucher

Remove from Invoice

Cancel

Save

You will be required to complete the guest details if you have changed the number of adults/students.

# Invoice

[← Back to my account](#)

[Edit this booking](#)

## Booking Confirmation

**RESERVED**



Ruapehu Alpine Lifts

Hogwarts  
PO Box 123456  
55555  
✉ [groups.whakapapa@mtruapehu.com](mailto:groups.whakapapa@mtruapehu.com)

Booking ID:	TRSB-271118
Created:	November 27, 2018
Booking Date:	December 11, 2018
Total (NZD):	\$1,125.00

Item	Rate	Amount
Ski Package (15) Tue Dec 11, 2018 ⌚ 09:00 AM - 11:00 AM	Student: 15 @ \$75.00	\$1,125.00
School Type: Primary		Total: \$1,125.00
School Region: Mt Ruapehu		Amount Paid: \$0.00
School Coordinator Name: Chelsea		Balance Due: \$1,125.00
PDF (Print)		



## Guest Details

[Complete Guest Details](#)



To save your school's information to save time resubmitting details for future bookings, click on 'Profile' after you sign in.

Ruapehu Alpine Lifts

Whakapapa Groups   Secure Online Booking

Date: Tue 11 Dec 18

<

DECEMBER 2018

>

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Tuesday December 11

New Booking: Tue Dec 11, 2018

Whakapapa - Learn to Ski


Turoa - Learn to Ski


Whakapapa - Learn to Race

Turoa - Learn to Race

100 AVAILABLE

☒ Book Now

 Details


 Availability


Ski Package

This package includes an All Mountain Lift Pass, Recreational Ski/Snowboard rental equipment with helmet, Sightseeing Pass and 1 x 1hr50min lesson.

100 AVAILABLE

☒ Book Now

 Details


 Availability


Snowboard Package

This package includes an All Mountain Lift Pass, Recreational snowboard and boots with helmet, Sightseeing Pass and 1 x 1hr50min lesson.

AVAILABLE

☒ Book Now

 Details

 Availability

1hr Sledding Pass

This pass is valid for 1 hour of sledding in Happy Valley per person.

Click on the 'Saved Information' tab to enter your school details. And then click 'Save'. This information will be auto-populated the next time you make a booking for your school with the same account.

## My Account

[← Back to Booking Page](#)

Bookings   Account   **Saved Information**

### Autofill information

The Autofill information can be used to automatically fill the booking form when you make a booking.


**School Name** ★

**School Type** ★

Please Select ▼

**School Postal Address** ★

**School Coordinator Mobile Number** ★

 ▼

**School Coordinator Email** ★

chelseagoon@gmail.com

**Save**

## Need more help? Contact us

Whakapapa Groups

P: 07 892 4000 ext 7894

e: [groups.whakapapa@mtruapehu.com](mailto:groups.whakapapa@mtruapehu.com)

Whakapapa Ski Area

Private Bag 71902, Mt Ruapehu

Turoa Groups

P: 06 385 8456 ext 5664

e: [groupsturoa@mtruapehu.com](mailto:groupsturoa@mtruapehu.com)

Turoa Ski Area

PO Box 46, Ohakune