# **SAAH CHEQROOM: BOOK EQUIPMENT**





## Log In

- 1. Input UI email
- 2. Log in with SSO=Hawk ID + Password



### Make it easy! DOWNLOAD THE MOBILE APP



## **Make Reservation**

Schedule pick-up / drop-off date and time:

- Reservations will be cancelled if you fail to meet your scheduled appointment.
- Late fees of **\$10 per item / day** will be incurred for failure to return on time!



#### Need help?

Visit BOOKING RESERVATIONS



## Add Items

Search for equipment by item type or brand:

1. Select and add items you wish to reserve.

2. Select Reserve to book the reservation.



Check your reservation:

VIEWING YOUR ITEMS ON LOAN

#### For more information, please visit SAAH Chegroom