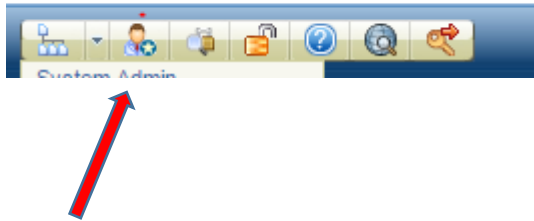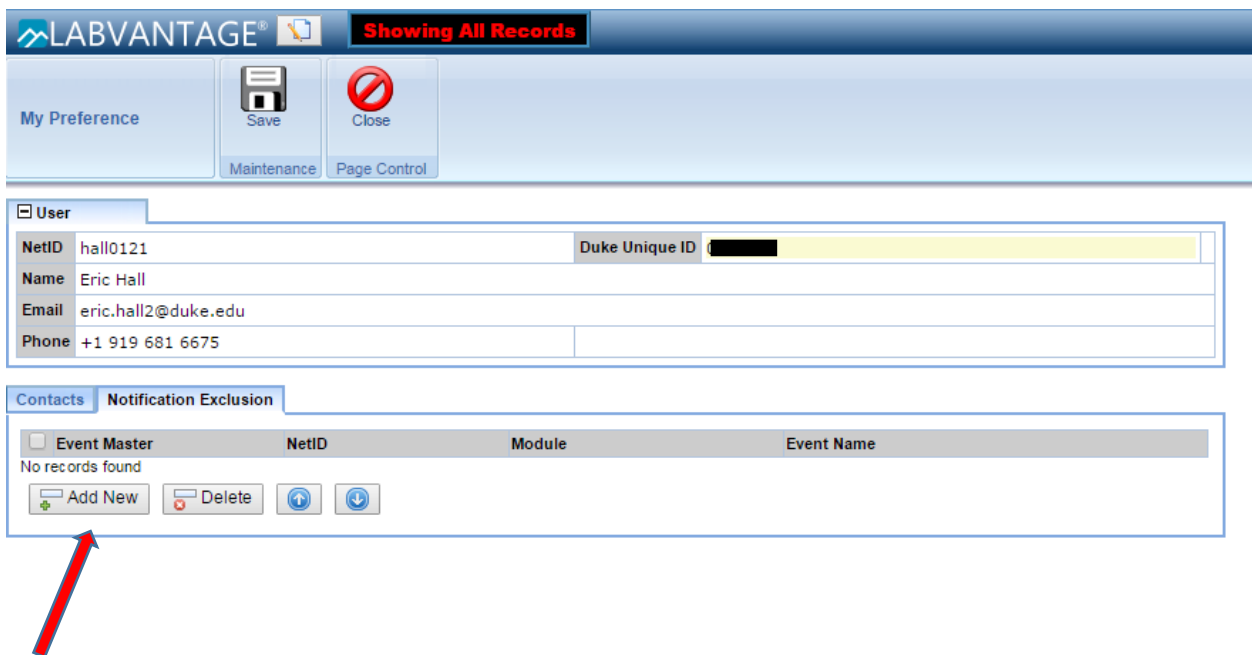Instructions on turning off notifications at the user level

1) Click on user profile to access the user's settings

2) A screen should open that looks like this, select "Add New" under the "Notification Exclusion" tab

3) Once you click on the "Add New" tab you will get a pop-up window listing the available exclusions.

From here the user can select multiple notifications to exclude themselves from receiving. For now I would suggest excluding all Reservation notifications but they can always adjust them as needed.

4) Once the user has selected the notifications, click "Select and Return" at the top

This should resolve the issue of the user getting the multiple emails.