

# Membership & Registration

# DATE APPROVED: JULY 2020

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## **Registering As a New Member**

Revision 1.0: July 2020

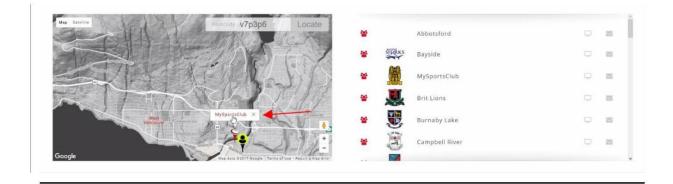
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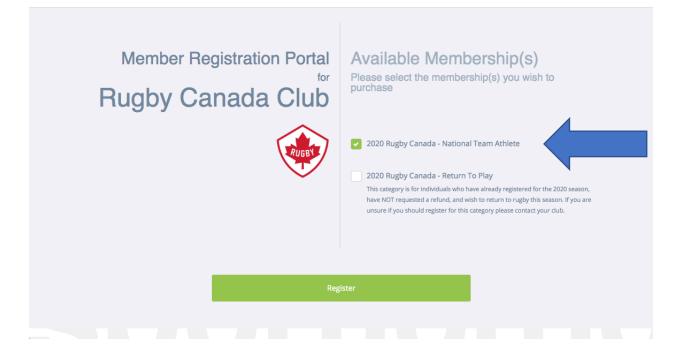
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www.sportlomo.com info@sportlomo.com support@sportlomo.com <u>Step 1</u>: Go to <u>https://rugbycanada.sportlomo.com</u>. You will see an interactive map of the provinces in Canada. To find your nearest club you can click on your province or enter your postal code, or just select from the list provided if you already have a club in mind.



<u>Step 2</u>: Once you have selected the club you wish to join. You will then be brought to the list of memberships for sale for that club. Select the Membership relevant to you.



<u>Step 3</u>: When you select the Membership(s) you wish to purchase, you will be asked to Create Account or Login.

**<u>Step 4</u>**: If you do not already have a SportLoMo account you will fill in your information in the fields provided, choose your language, read and accept the Terms and Conditions, tick the Captcha and sign in.

	Create Account
please create a Sp	ortiomo User Account
	email address
	confirm email address
	password
	confirm password
	first name
	last name
	language
	English portugues (Portuguese) French (francais)
	m not a robot :
	Register

<u>Step 5</u>: Once you are signed in, you can review any choices you have made before continuing. When done click continue.

	Add/Renew		
To Renew or create a New	v Membership please select th	ne package below	
2020			
Name	Price	Quantity	Total (CAD)
2020 Rugby Canada - National Team Athlete	0.00	1	0.00
2020 Rugby Canada - Return To Play	0.00		0.00
Total Cost (Ex Fees)			0.00
	Continue		
sportiomo   SPORTSMANAGER			

<u>Step 6</u>: You will then be asked to complete the form with the required fields (as set up and configured by the club administrator).

		Member Registration		
*	Enter your details		<del>(</del> Back	
ľ				
•				
1	2020 Ru	ugby Canada - National Team Athlete		1
<b>a</b>				
1	Personal Data			
•				
?	First Name			
@	Last Name			
Ш				

**<u>Step 7</u>**: When done click "Register". You will be then given a Purchase Summary before proceeding with payment.

E-mail	josh.lane@gmail.com
DOB	13 ~ June ~ 1997 ~
Gender	Male ~
	Photo
	Signature
	Parent Waiver Form
Parent Address	My House, Glenville
Address 1	Canada
Guardian First Name	Ray
Guardian Secondname	Lane
Guardian Phone	123456789
	Receipt
Receipt will be emailed	to ray.lane@sportlomo.com
	Register

**<u>Step 8</u>**: Once reviewed click "Proceed with Payment".

	Purchase Summary Receipt: ray.lane@sportlomo.com		Proceed Witts Payment
Membership	Quantity	Price	
Demo User	1	194	
	Total (Ex Card Fees)	194	

<u>Step 9</u>: You can enter your credit card information. This information is then transmitted securely through HTTPS encryption to the payment provider. No Credit Card details will be stored by SportLoMo, and SportLoMo has no access what so ever to this information nor is it ever stored.

	tration Overview			
teferen 73				
	y Item	Unit		Price
1	Demo User	CAD 194.00	CAD	194.00
1	Fees	CAD 8.31	CAD	8.31
		Total	CAD	202.31
Pay W	n to Rugby Canada Demo /ith Your Credit Card der Name			
Pay W	/ith Your Credit Card			
Pay W	Vith Your Credit Card			
Pay W	/ith Your Credit Card			
Pay W ardhold	Vith Your Credit Card			
Pay W Cardhold	Vith Your Credit Card			
Pay W Cardhold Credit C	Vith Your Credit Card			
Pay W Cardhold Credit C	Vith Your Credit Card			

<u>Step 10</u>: Once complete, you will receive an email confirmation outlining the details of your purchase and membership.

If you are unsure about anything in the above manual or would like some technical support, please contact us on <a href="mailto:support@sportlomo.com">support@sportlomo.com</a>.

