



Volleyball
Canada

Hotel Booking Guide

EventConnect

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Step #1 - Team Manager receives Hotel Welcome Email → Access to Hotel Portal

Access through Link in Welcome Email

Volleyball Canada Team Managers will be receiving access to the Event Portal via an email message.

The email will be sent to each team contact (as identified at registration), 24-48 hours prior to the opening of the accommodations portal.

At the bottom of the email, there will be a “view portal” button.

Click this button to gain access to the Hotel Feed and begin your Team Hotel Blocking Process.

Hotel Booking Periods by Event

Regina 15U Girls Nationals - February 16th 2023 at 12:30 PM EST

Halifax 14U Boys & Girls Nationals - February 23rd 2023 at 11:00 AM EST

Winnipeg 14U Boys & Girls Nationals - February 23rd at 1:00 PM EST 2023

14U Boys & Girls VC Nationals - Halifax

**Welcome, Brandon Esler.
Volleyball Canada has been added to 14U Boys & Girls
VC Nationals - Halifax**

You have a message from 14U Boys & Girls VC Nationals - Halifax

Welcome to the official hotel booking system for Volleyball Canada's 2021 14U Boys & Girls VC Nationals - Halifax

Volleyball Canada's Stay to Play policy is in effect for this event. This means that all participating travelling teams are required to book hotel rooms through EventConnect, in order to be eligible to play in the tournament.

Volleyball Canada and EventConnect are pleased to provide you discounted rates at team friendly hotels.

You have received this message as you were listed as the Primary Team Contact person. To access the Team Booking portal please click on [view portal](#).

Suggested Next Steps

1. View and create your courtesy Team Block at one of the approved Hotels. Max Team Block Size is 25. Bookings are only held for 10 days without deposit, before they are released back into inventory.
2. Share Team Block link created with your team
3. Book your Individual Room Reservation. A nominal deposit amount that comes off the hotel room cost will be required.
4. Receive by email and access on your Dashboard your Hotel Confirmation receipt.

For help please contact the EventConnect Customer Success team at 1-888-723-2064 or by email at support@eventconnect.io

View Portal



Step #2 - Hotel Portal → Shopping for Team Hotels

After receiving your welcome email and clicking on the View Portal button you will be directed to the EventConnect Hotel Portal.

Here you will be able to shop all available Event Hotels with the ability to view the price, amenities offered, pictures of the hotel and additional hotel information.

This page will allow you to set up a **courtesy block of rooms** for your team and/or instantly reserve the rooms for your team.

14U Girls VC National Championships Accommodations - Abbotsford, BC
May 07 - May 10 2020 • Abbotsford, BC

Showing results for "all hotels"

Trade

All-Star Event Hotels

Sandman Hotel Abbotsford Airport
Event rate: \$179 avg
40 rooms left
4.4 km - 10 mins
Select your room

Best Western Plus Regency Inn & Conference Centre
Event rate: \$205 avg
50 rooms left
Saving 24% off reserving through this event
4.5 km - 10 mins
Select your room

This symbol highlights your most popular host hotel.

Click "Select Your Room" to open a detailed view of the hotel's inventory.

Step #3 - Login / Create Account to confirm team block

When you click on **Hold Group Rooms**, you will be prompted to log-in to your EventConnect account.

If you **do not** have an account, put in the email you would like to use for your account and you will be prompted to create one.

Once you have created an account, use the booking link and you will return to the hotel feed now logged in as a user. **You can learn how to add your coaches and travel coordinators to the team dashboard by clicking [here](#) or proceeding to slide 13.**

The screenshot shows the hotel listing for Future Inns Halifax, a 3-star property located at 30 Fairfax Dr, Halifax, NS, Canada B3S 1P1, 0.8 km away. Amenities include a restaurant, breakfast available (surcharge), complimentary Wi-Fi, free parking, and no pool. The selected room is a Traditional Room with 2 Queen Beds, with 44 rooms left and an average nightly rate of \$145. The booking flow includes a 'Book Now' button and a red 'Hold Group Rooms' button. A green arrow points from the 'Hold Group Rooms' button to an email registration form below.

Future Inns Halifax
★★★
30 Fairfax Dr
Halifax, NS, Canada B3S 1P1
0.8 km - ~3 mins

- ✓ Restaurant
- ✓ Breakfast available (surcharge)
- ✓ Complimentary Wi-Fi
- ✓ Free Parking
- ✓ No Pool

Room listing | Hotel details

Traditional Room, 2 Queen Beds
44 rooms left
Average Nightly Rate **\$145**
Cancel until Sun May 08, 2022
Inc. service fees

Book Now
Hold Group Rooms

Rate Breakdown | Booking Policies

Let's start with your email address

Unlock

or

Continue with Facebook

Continue with Twitter

Looks like you're new here! Before registering, create your account.

Creating an account allows you to access important event details and easily register for future events.

First Name

Last Name

Phone Number
CA (+1)

Street 1 *

Street 2

City *

Country *

State/Province *

Zip / Postal Code *

Password [Show](#)

One lowercase letter One number
One uppercase letter At least six characters

Unlock

Step #4 - Hotel Portal → Blocking Team Hotel

Once a hotel has been selected, you will have the ability to set up a **Courtesy Block** on a set of rooms.

Once the block is activated, Team Managers will need to send the booking link to all team members for the reservation to be completed.

Depending on the Hotel, you will have the ability to book & block different rooms types based on your team's unique needs.

Note: All teams are limited to holding a maximum number of rooms
Halifax - 12 Rooms per Team
Winnipeg - 12 Rooms per Team
Regina - 10 Rooms per Team

2 night minimum

Best Western Plus Regency Inn & Conference Centre

32110 Marshall Road
Abbotsford, BC, Canada V2T 1A1

6.5 km · ~10 mins

- ✓ Indoor pool
- ✓ Free WiFi
- ✓ Free self parking
- ✓ Hot Buffet Breakfast Included

Room listing | Hotel details

Standard Room, 2 Queen Beds, Non Smoking, Refrigerator & Microwave

40 rooms left

Cancel until Mon Apr 06, 2020

Average Nightly Rate **\$205**
Inc. service fees

Book Now

Hold Group Rooms

Rate Breakdown | Booking Policies

Queen Bed w/ Sofabed (Kitchenette)

Only 10 rooms left

Cancel until Mon Apr 06, 2020

Average Nightly Rate **\$205**
Inc. service fees

Book Now

Hold Group Rooms

Rate Breakdown | Booking Policies

Abbotsford Intl Airport

Click "Hold Group Rooms" to create a room block hold.

Click "Book Now" to book rooms right away.

Step #5 - Customizing Team Hotel Block

Once you have decided on your desired team hotel you have the ability to select and hold the number of required rooms that you will need to house your team.

This service is offered free of charge.

If the hotel does not have enough inventory allocated for your block, an instant request will be sent to the hotel to procure the required rooms.

Mississippi Thunder Kings

1. Room Block Request 2. Your Reservation 3. Contact Info 4. Payment

You've chosen to hold.
Standard Room, 2 Queen Beds, Non Smoking, Refrigerator & Microwave
Enter the number of rooms per night you'd like to hold for your team.

Wed, May 6 0 Rooms
Thu, May 7 10 Rooms
Fri, May 8 10 Rooms
Sat, May 9 10 Rooms
Sun, May 10 0 Rooms

Customize Your Block Name
Mississippi Thunder Kings's block

Assign Block/Request to user?

Next

Nice Save!
Event Rate Saved You \$64!

6.5 km from venue
Best Western Plus Regency Inn & Conference Centre

24% OFF
Standard Room, 2 Queen Beds, Non Smoking, Refrigerator & Microwave
Event Rate \$205/night (avg.)
Inclusive of service fees.

Thu, May 7 (10 rooms)	\$205 per night
Fri, May 8 (10 rooms)	\$205 per night
Sat, May 9 (10 rooms)	\$205 per night

* Rates are subject to change based on the hotel's approval of any nights that have to be requested.

Select **how many rooms** you will need for your team on each day.

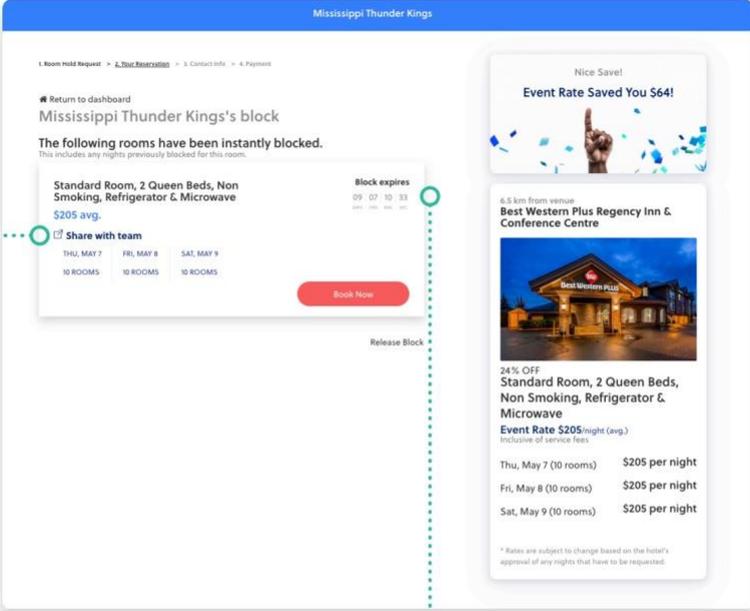
See a breakdown of your block per night.

Step #6 - Confirming Block Details

After clicking the “Next” button you will have instantly made a courtesy block. Courtesy blocks will be on a **10 day hold**. Any rooms not reserved by the end of that period will be released back into general inventory.

Once a courtesy block has been made, Team Managers can either:

- A) Share the booking link with all team members (*found under share with team*) to enable players to reserve their own rooms
- B) Book all rooms for the team by selecting the “Book Now” button



Mississippi Thunder Kings

1. Room Hold Request > 2. Your Reservation > 3. Contact Info > 4. Payment

Return to dashboard

Mississippi Thunder Kings's block

The following rooms have been instantly blocked.
This includes any nights previously blocked for this room.

Standard Room, 2 Queen Beds, Non Smoking, Refrigerator & Microwave
\$205 avg.

Block expires
09:07:10:33

Share with team

THU, MAY 7	FRI, MAY 8	SAT, MAY 9
10 ROOMS	10 ROOMS	10 ROOMS

Book Now

Release Block

Nice Save!
Event Rate Saved You \$64!

6.5 km from venue
Best Western Plus Regency Inn & Conference Centre

24% OFF
Standard Room, 2 Queen Beds, Non Smoking, Refrigerator & Microwave
Event Rate \$205/night (avg.)
Includes of service fees

Thu, May 7 (10 rooms)	\$205 per night
Fri, May 8 (10 rooms)	\$205 per night
Sat, May 9 (10 rooms)	\$205 per night

* Rates are subject to change based on the hotel's approval of any nights that have to be requested.

Direct link to share the block with your team.

Block timer indicates how long until block expires and inventory is returned to hotel.

Team Booking Process

Manager to Participants

Step #6 → Booking Rooms

This process can be done from either the Team Manager page or from Team Members accessing the Group Block via the booking link sent to them.

Here you will “Select Your Room” on the hotel that is blocked for your team. A card with the “Book Now” button will appear which will allow the user to begin the reservation process.

The screenshot shows a hotel booking interface for the Best Western Plus Regency Inn & Conference Centre. The hotel name is displayed at the top, along with its address (3210 Marshall Road, Abbotsford, BC, Canada V2T 1A1) and a 3.5 km / 10 min distance indicator. A list of amenities is shown on the right, including an indoor pool, free WiFi, free self parking, and hot buffet breakfast. Two room options are listed below: a Queen Bed w/ Sofabed (Kitchenette) for \$205 per night and a Standard Room with 2 Queen Beds for \$205 per night. Both rooms have 'Book Now' and 'Hold Group Rooms' buttons. A map on the right side of the page shows the hotel's location relative to the event venue, with a red line indicating the route and a distance of 6.5 km / 10 mins.

Distance from this hotel to your event venue.

The amenities offered by this hotel to their guests.

Step #7 → Booking Rooms - Reservation Details

Here you will enter and customize the details of your stay. The following items will be customized:

- Number of rooms you will need for your stay
- Check-in & Check -out dates
- Number of Adults
- Number of Children
- Special Requests which include hotel reward points

1. Your Reservation → 2. Contact Info → 3. Payment

Your Reservation: Queen Bed w/ Sofabed (Kitchenette)

Number of Rooms: 1

Check-in: 2020-05-07 | Check-out: 2020-05-10 | Adults (18+): 1 | Children (0 - 17): 0

Special Requests: Room requests, or collect points by entering your hotel rewards card number.

Next

Nice Save!
Event Rate Saved You \$192!

6.5 km from venue
Best Western Plus Regency Inn & Conference Centre

24% OFF
Queen Bed w/ Sofabed (Kitchenette)
Event Rate \$205/night (avg.)
Inclusive of service fees.

Thu, May 7 (1 night)	\$205.00
Fri, May 8 (1 night)	\$205.00
Sat, May 9 (1 night)	\$205.00
GST	\$0.90
Subtotal	\$615.90
Due Today	\$18.90
Balance Due at Hotel <small>(plus applicable tax)</small>	\$597.00 <small>\$199.00/night</small>

Cancellations can be made until Mon Apr 06, 2020. Reservation service fees, which are due today, are non-refundable.

The small deposit needed to hold your rooms until check-in.

The amount you saved by booking with EventConnect.

Step #8 → Reservation Confirmation & Service Fee

To confirm a reservation in the system, users are required to pay a small service fee deposit. This is a non-refundable service fee that is taken off the total amount that is owed to the property. The remainder of the balance will be paid at the time of check-in.

The screenshot shows a reservation confirmation page with the following sections:

- 1. Your Reservation > 2. Contact Info > 3. Payment**
- Credit Card Information**
 - Card Owner First Name * [input]
 - Card Owner Last Name * [input]
 - Street 1 * [input]
 - Street 2 [input]
 - City * [input]
 - Country * [Canada]
 - State/Province * [input]
 - Zip / Postal Code * [input]
- Amount to Reserve Room Now: \$18.90**
- Credit Card Number *** [input]
- Month * [01 (Jan)] Year * [2019] CVC * [input]
- I agree to the hotel cancellation policy / terms and conditions
- I agree to the booking policy
- [Back] [Confirm And Pay]
- SECURE RESERVATION & FINALIZE ROOM HOLDS**

* Credit Card pre authorizations are accepted with this reservation 30 day(s) prior to arrival. Your reservation is fully cancellable up to the date specified in the Hotel Cancellation Policy. Reservation service fees, which are due today, are non-refundable. No price increases are permitted after the customer has paid the service fees. Rates are displayed in the currency local to the hotel.

Callouts:

- A green dashed arrow points from a box at the bottom to the agreement checkboxes.
- A green dashed arrow points from a box at the bottom to the 'Due Today' row in the summary table.

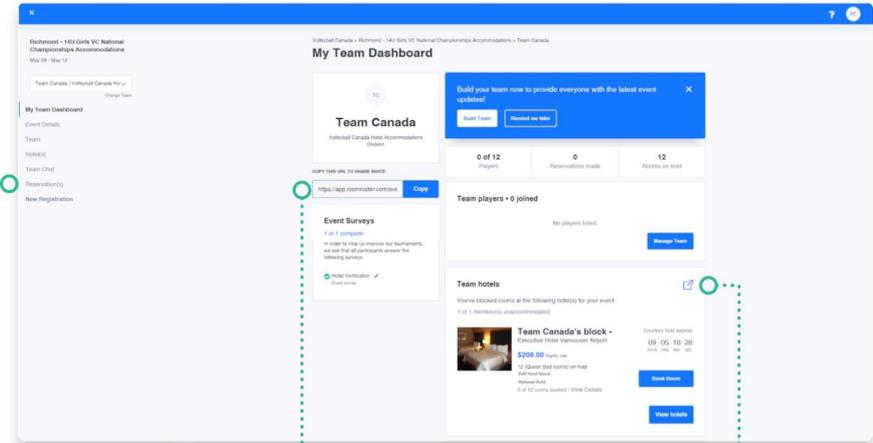
You must review and agree to the details of your cancellation policy and booking policy before confirmation.

Amount due to hold rooms.

Step #9 → Team Manager Dashboard

The EventConnect platform is a self serving platform that will allow Team Managers to:

- A) Share the hotel feed with team members
- B) Review Reservation/ Team Rooming List



Click "Reservations" to view the team members who have reserved accommodations.

Invite your team members to ensure everyone is connected through the EventConnect platform.

Use this link to quickly share your Team Hotel Block to team members.

Add Additional Contacts

Coaches/Team Managers to help Book Accommodations

Step #1 - Team Manager receives Hotel Welcome Email → Access to Team Portal

Access through Link in Welcome Email

Volleyball Canada Team Managers will be receiving access to the Event Portal via an email message.

At the bottom of the email, there will be a “view portal” button.

Click this button to gain access to the Team Dashboard where you can add a team contact

14U Boys & Girls VC Nationals - Halifax

**Welcome, Brandon Esler.
Volleyball Canada has been added to 14U Boys & Girls
VC Nationals - Halifax**

You have a message from 14U Boys & Girls VC Nationals - Halifax

Welcome to the official hotel booking system for Volleyball Canada's 2021 14U Boys & Girls VC Nationals - Halifax

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View Portal



Step #2 - Add Additional Contacts to your Team

Click Manage Roster on your Team Dashboard

Click Add Member and input team manager/coach contact information for them to receive an invite link to the team

This contact will now be able to organize lodging and receive hotel communications

1.

The screenshot shows the team dashboard for '14U Boys & Girls - Winnipeg'. At the top, there is a header with the team name, location (Volleyball, Canada | Volleyball), and address (375 York Avenue, Winnipeg, Manitoba, Canada, R3C 3J3). Below the header, there are three statistics: '0 of 1 Players', '0 Reservations made', and '3 Rooms on hold'. The main content area is titled 'Team Registration' and shows '0 players have joined the team.' and 'No players listed.' A red arrow points from the 'No players listed.' text to a blue 'Manage Roster' button located in the bottom right corner of the main content area. Below the main content area, there is a section for 'COPY THIS URL TO SHARE INVITE:' with a text input field containing 'https://app.eventconnect.io/ev' and a blue 'Copy' button.

2.

The screenshot shows the team dashboard with the 'Team' section selected. The breadcrumb trail is 'Volleyball Canada > 14U Boys & Girls - Winnipeg > Test Team'. The 'Team' section has a blue 'Import Team Members' button and a blue 'Add Member' button. A red arrow points from the 'Add Member' button to the 'Add Member(s)' form on the right.

3.

The screenshot shows the 'Add Member(s)' form. At the top, there is a title 'Add Member(s)' and a 'Share Link' button. Below the title, there is a section for 'Add Member' with a blue underline. The main content area is titled 'What kind of member are you adding?' and has four radio button options: 'Coach', 'Team Manager' (which is selected), 'Player', and 'Friend / Family'. Below the options, there is a blue 'Next' button.

4.

The screenshot shows the 'Add Member' form with input fields. The title is 'Team Manager' with a blue 'Change' button. There are four input fields: 'First Name', 'Last Name', 'Email', and 'Phone Number'. The 'Phone Number' field has a dropdown menu for the country code, currently set to 'US (+1)'. Below the input fields, there is a blue 'Save' button.

EventConnect Customer Success

EventConnect is a proud partner of Volleyball Canada National events and we look forward to working with you and your teams to ensure a streamlined and memorable event lodging experience.

For additional support please contact:

Event Specialist Department	Hotel Support Team
<p>Contact Information Ph: 1-888-723-2064 x823 E: events@eventconnect.io</p>	<p>Contact Information Ph: 1-888-723-2064 E: support@eventconnect.io</p>
<p>Areas of Focus</p> <ul style="list-style-type: none">● Team Manager and Travel Coordinator Support● Hotel Questions and Additional Information● Team Block Activation● Software Support	<p>Areas of Focus</p> <ul style="list-style-type: none">● Individual Guest Reservation Support● Editing a Reservation● Hotel Questions and Additional Information● General Inquiries