

2026 NATIONALS

CLUB PORTAL – EXPRESSION OF INTEREST

GUIDE



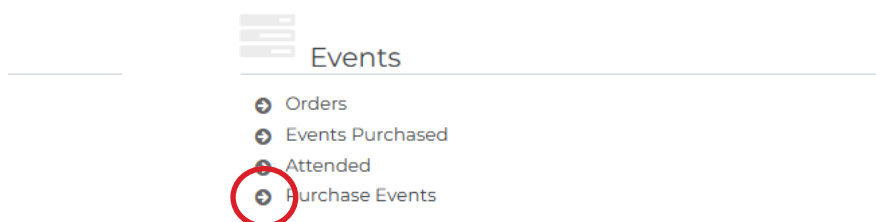
THE FOLLOWING GUIDE WILL SUPPORT ALL TEAMS WHO USE THE CLUB PORTAL, TO SUBMIT AN EXPRESSION OF INTEREST FOR 2026 NATIONALS. ALL OTHER PROVINCES SHOULD REFERENCE THE NATIONALS EOI – VOLLEYBALL CANADA PORTAL GUIDE.

STEP 1 A: CLUB ADMIN LOGIN TO CLUB PORTAL

**Invitations will be sent to the email listed in the EOI, invitations cannot be forwarded for someone else to register the team.

<https://volleyball.canada.sportsmanager.ie/maint.php>

Under “Events” on the home page, select “Purchase Events”.



STEP 1 B: COACH LOGIN TO YOUR PROFILE

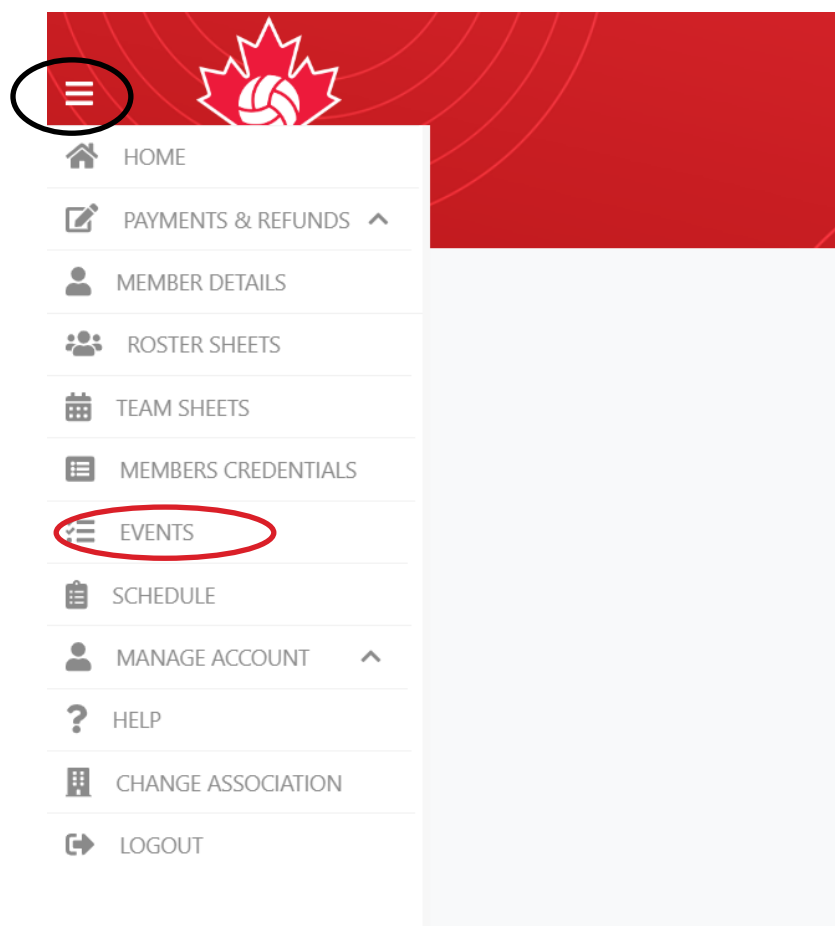
*Invitations will be sent to the email listed in the EOI, invitations cannot be forwarded for someone else to register the team.

<https://volleyball.canada.sportsmanager.ie/sportlomo/users/login>

Change the association dropdown to “Volleyball Canada” above the search/filter options



Click the 3 bars in the top left-hand corner to populate the dropdown menu, then select “Events”.



STEP 2: SELECT NATIONALS EXPRESSION OF INTEREST

You will then be able to see the “Nationals Expression of Interest” available. A maximum of one EOI is allowed for each team. For multiple teams, click “Add” for each team that requires an EOI. It will add the EOI(s) into your basket on the right-hand side. Click “Continue” and it will direct you to the EOI form.

Please add to the basket from below list

← Back

▼ Search/filter options ▼

Available to add

Name ▲

Price ▲

Nationals Expression of Interest Only 1 expression of interest per team/per age category is allowed. 16/12/2024	Price: 500.00 Taxes: 0.00	<div>Add</div>
--	--	----------------

Total 1 | 1 of 1

rows per page 15 ▼

Basket 0.00 ▼

Taxes: 0.00
Total: 0.00

Continue

STEP 3: FILL OUT THE EXPRESSION OF INTEREST FORM

All EOI forms will require the same information. The pictures included in this guide are a sample of a Nationals EOI form.

Begin with filling out the Team Main Contact details. You must fill in all fields in this section. The person whose details are in this section will become the main contact for the team leading up to Nationals for any information about the event. Once complete, click Save.

Events / Programs

Please enter your purchaser contact information [← Back](#)

First Name

Last Name

Email

Province

Phone

Postal Code

[Save](#)

All fields in **BOLD** are required fields. Please ensure that the Club Name matches the Club name in your Portal exactly.

Once done, click “Continue”

Teams wishing to play up are to select “Yes” from the dropdown menu “Is your team playing up to an older age division at Nationals?”

Is your team playing up to an older age division at Nationals?

*14U Teams: You have the opportunity to list a 2nd event from the dropdown menu, should you be willing to attend an alternate event. Teams will be automatically invited to the alternate event should they be waitlisted for their preferred event.

of Registration Contact
 Last Name of Registration Contact
 E-mail you want registration invitation sent to
 Province
 Provincial/Territorial Association
 Club Name
 Team Name
 Which Nationals Age Category do you wish to submit your expression of interest?
 Is your team playing up to an older age division at Nationals?
 Select a Back-up 14U Choice
 Head Coach - First Name
 Head Coach - Last Name
 Head Coach - Email
 Head Coach NCCP Number

Continue

STEP 4: MAKING A PAYMENT

Before making payment, you will see a purchase summary page. This page displays the event you are registering for on the left, and a place to insert your payment details on the right. Enter your credit card details and click “Continue”.

Visa, Mastercard, Visa Debit and Mastercard Debit are acceptable payment methods. No cheques or offline payments are accepted.

Purchase Summary

Receipt:

Order Summary

Event	Price	Processing Fee	Discount Value	Taxes	Line Value
2026 Nationals Expression of Interest	500.00	0.00	0.00	0.00	500.00
Total (Ex Service Fees)					500.00

Discount Code

Apply

Card number

Expiration date Security code

Country Postal code

Continue

A confirm payment page will appear before the payment goes through. Click “Make Payment” and the system will process your order.

Purchase Summary

Receipt:

Order Summary

Event	Price	Processing Fee	Discount Value	Taxes	Line Value
2026 Nationals Expression of Interest	500.00	0.00	0.00	0.00	500.00
Total (Ex Service Fees)					CA\$500.00
Discount Code	<input type="text"/>				<input type="button" value="Apply"/>

Confirm Payment

Description	Amount
Registration Fee	500
Service Fee	16.00
Total charge to card	CA\$516

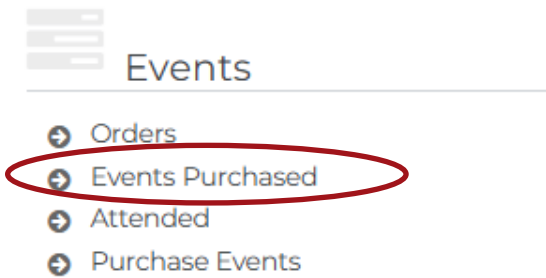
Confirmation emails are sent from **noreply+VolleyballCanada@sportlomo.com** and may be filtered to your junk mail folder. (we suggest adding this email address to a safe sender list for your email provide).

Please keep these emails for future reference. Ensure you pass this email along to the appropriate people on your team who may require it (Ex: Head Coach).

CONFIRMATION OF SUBMISSION

Login to your [SportLoMo account](#).

Under “Events”, click “Events Purchased”.



Click the “i” icon beside the Expression of Interest you want to confirm.

Event Purchases										Back
Options										
Export Waitlist History										
Search/filter options										
Order ID	Date	Order Status	Event Order Line Status	Event	Name	Purchased By	Price	Processing Fe	Line Value	Actions
286260	21/11/2025, 16:02	Payment Complete	Active	2026 Nationals Expression of Interest -	James Battiston	James Battiston - VC Test Club One	500.00	0.00	0.00	i

Click the “i” icon.

Events										
ID	Event Name	Member	Price	Qty	Processing Fee	Discount	Discount Value	Taxes	Line Value	Actions
420357	2026 Nationals Expression of Interest -	James Battiston	500.00	1	0.00			0.00	0.00	i

Scroll down till you see the Custom Fields that were entered.

Custom Fields

Provincial/Territorial Association

Ontario Volleyball Association

Club Name

Scarborough

My Team Name

Solars

Nationals Age Category

18U Boys

Is your team playing up to an older age division at Nationals?

No

Select a backup 14U Choice

Coach - First Name (if applicable)

Coach - Last Name (if applicable)

Coach - Email (if applicable)

NCCP Number

Lists of Expression of Interest teams will also be updated on the Event specific webpages.

FOR QUESTIONS, CONCERNS, OR GENERAL INQUIRIES PLEASE CONTACT: NATIONALS@VOLLEYBALL.CA