



Team Registration Instructions: Men's & Women's Senior Clubs 2021-2022 Competitive Season

USA Rugby Registration

https://usarugby.sportlomo.com

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021...

501 S. Cherry Street, Suite 100, Glendale, CO 80246 (720) 263-7475

USA RUGBY

Help Contact Support Member Log in **Club Log in** Rosters

USA RUGBY MEMBER REGISTRATION

JOIN USA RUGBY

USA SUPPORTER
CLICK HERE

USA MEMBER

Search by Type Search by Region Search by Club Name

Select Type Type to Search for a club

CLUB LISTING

REGISTER

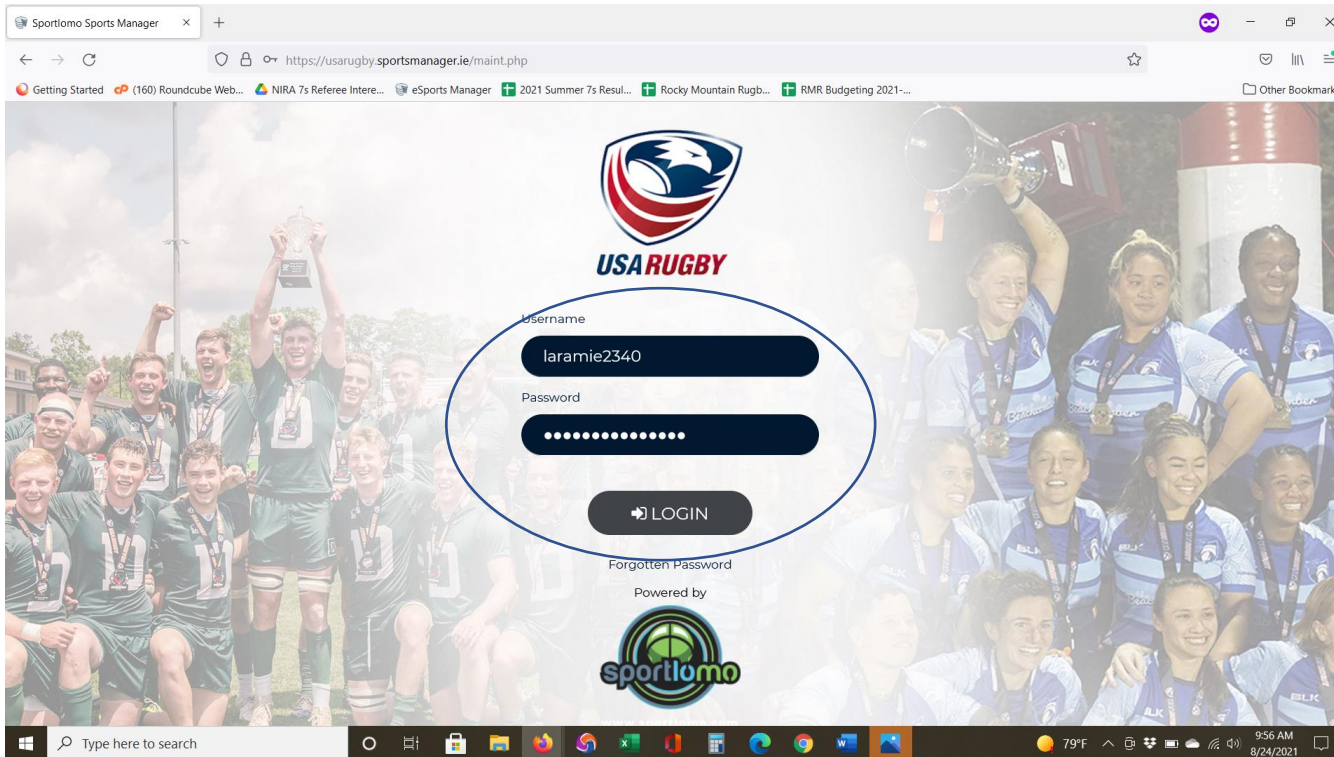
Type here to search

92°F 2:25 PM 8/24/2021

1. Go to <https://usarugby.sportlomo.com/> and click 'Club Log In'



Team Registration Instructions: Men's & Women's Senior Clubs **2021-2022 Competitive Season**

A screenshot of a web browser showing the login page for the Sportlomo Sports Manager. The browser's address bar displays "https://usarugby.sportsmanager.ie/maint.php". The page features the USA Rugby logo at the top. Below it, there are two input fields: "Username" with the text "laramie2340" and "Password" with masked characters. A blue oval highlights these fields and the "LOGIN" button below them. Below the login button, there is a link for "Forgotten Password" and a "Powered by" section with the Sportlomo logo. The background of the page shows a collage of rugby players celebrating with trophies. The Windows taskbar at the bottom shows the search bar and various application icons, with the system clock indicating 9:56 AM on 8/24/2021.

2. You may also go to this link directly:
<https://usarugby.sportsmanager.ie/>
3. Use your login credentials. Your username and password will be provided to you via email. You may also access these items by emailing your league commissioner / division representative. Your username will be identical to your username from usarugbystats.com but you will be provided with a slightly different password.



Team Registration Instructions: Men's & Women's Senior Clubs 2021-2022 Competitive Season

The screenshot shows a web browser window with the URL https://usarugby.sportsmanager.ie/club_home.php. The page features a header with the USA Rugby and Rocky Mountain Rugby logos, and a navigation bar with links for HOME, HELP, MY ACCOUNT, PRIVACY POLICY, and LOGOUT. The main content area is divided into three sections: Club Details, Membership, and Membership Setup. Under Club Details, there is a link for 'Events Purchased' which is circled in blue. The bottom of the page has a 'SPORTLOMO LATEST NEWS' section with four news items: 'Welcome to Mayo LGFA Official Website', 'Special Olympics Ireland Meeting', 'Tipp Camogie New Modern Website', and 'Dublin Ladies Gaelic Featured New Website June 2021'. The browser's address bar and taskbar are visible at the bottom.

4. Click 'Purchase Events' under 'Events.'



Team Registration Instructions: Men's & Women's Senior Clubs 2021-2022 Competitive Season

Sportlomo : Event Registrations ×

← → ↺ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/index ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-...

Other Bookmarks

Please select the events/programs you wish to purchase ← Back

▼ Search/filter options ▼

Available For Sale					
Name	Group	Price	Processing Fee	Taxes	Actions
Background Screening	Certification	0.00	0.00	0.00	Buy
SafeSport Full <small>The complete SafeSport course. Required every four years.</small>	Certification	0.00	0.00	0.00	Buy
SafeSport Refresher <small>A shorter refresher SafeSport course. Required every year between the full courses.</small>	Certification	0.00	0.00	0.00	Buy
2020-2021 LRO Registered Referee Discount <small>\$15 off for those who registered with LROs in 2019-2020</small>		0.00	0.00	0.00	Buy
USA Rugby Team Registration Fees		0.00	0.00	0.00	Buy

Total 5 | page 1 of 1

rows per page 15 ▼

Waitlist ▼

Basket 0.00 ▼

Taxes: 0.00

Total: 0.00

Continue

https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/index#

Type here to search

79°F 10:00 AM 8/24/2021

5. Scroll down and click 'Buy' next to 'USA Rugby Team Registration Fees' under 'Available for Sale.'

Yes, it says '0.00' is the price on this screen – we don't know why either.



Team Registration Instructions: Men's & Women's Senior Clubs 2021-2022 Competitive Season

Sportlomo : Event Registrations x +

← → ↺ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/index ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-...

Other Bookmarks

Please select the events/programs you wish to purchase ← Back

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Available For Sale					
Name	Group	Price	Processing Fee	Taxes	Actions
Background Screening	Certification	0.00	0.00	0.00	Buy
SafeSport Full The complete SafeSport course. Required every four years.	Certification	0.00	0.00	0.00	Buy
SafeSport Refresher A shorter refresher SafeSport course. Required every year between the full courses.	Certification	0.00	0.00	0.00	Buy
2020-2021 LRO Registered Referee Discount \$15 off for those who registered with LROs in 2019-2020		0.00	0.00	0.00	Buy
USA Rugby Team Registration Fees		0.00	0.00	0.00	Buy

Total 5 | page 1 of 1

rows per page 15 ▼

Waitlist ▼

Basket 0.00 ▼

1. USA Rugby Team Registration Fees

Taxes: 0.00

Total: 0.00

Continue

https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/index#

Type here to search

82°F 10:01 AM 8/24/2021

6. After you click 'Buy,' the 'USA Rugby Team Registration Fees' option will appear in your basket.

Yes, it will continue to say '0.00' on this screen.

Click 'Continue'



Team Registration Instructions: Men's & Women's Senior Clubs
2021-2022 Competitive Season

Sportlomo : Event Registrations x

← → ↺ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/event-profile ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-...

Other Bookmarks

LARAMIE 1340 (ROCKY MOUNTAIN RU LARAMIE LUMBERJACKS RU Sportlomo CLUB) www.sportlomo.com

HOME ? HELP MY ACCOUNT LOGOUT

Events / Programs

Please enter your purchaser contact information ← Back

First Name*

Last Name*

Email*

Mobile*

Save

Type here to search 82°F 10:02 AM 8/24/2021

7. Add your contact information



Team Registration Instructions: Men's & Women's Senior Clubs 2021-2022 Competitive Season

Sportlomo : Event Registrations x +

← → ↺ https://usarugby.sportlomo.com/user/event-registrations/event-club-panel-reg/5233/80263 ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-...

Category Gender Price Quantity Total Cost

College Player 2021 (Male) is not currently setup for team registration

Category	Gender	Price	Quantity	Total Cost
College Player 2021 (Female) is not currently setup for team registration				
Senior Player 2021	Male	150	<input type="text"/>	
Rocky Mountain Men's League Fees	Male	150	<input type="text"/>	
Rocky Mountain Women's League Fees	Male	150	<input type="text"/>	
Rocky Mountain Affiliation Fee	Male	150	<input type="text"/>	
Category	Gender	Price	Quantity	Total Cost
Senior Player 2021	Female	150	<input type="text"/>	
Rocky Mountain Men's League Fees	Female	150	<input type="text"/>	
Rocky Mountain Women's League Fees	Female	150	<input type="text"/>	
Rocky Mountain Affiliation Fee	Female	150	<input type="text"/>	

Calculate Cost

Type here to search

82°F 10:04 AM 8/24/2021

8. Under 'Register Club Teams' scroll to the bottom until you see options for your club level (Example: Senior Club).

USAR+RMR team dues are \$150. Notice, all 8 appearing categories in this example show up for this amount. We *think* it doesn't matter which one you choose but if you run into issues at checkout you may have to do some trial-and-error.



Team Registration Instructions: Men's & Women's Senior Clubs 2021-2022 Competitive Season

Sportlomo : Event Registrations x +

← → ↻ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/event-club-panel-reg/5233/80263 ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-...

Category Gender Price Quantity Total Cost

College Player 2021 (Male) is not currently setup for team registration

Category	Gender	Price	Quantity	Total Cost
College Player 2021 (Female) is not currently setup for team registration				
Category	Gender	Price	Quantity	Total Cost
Senior Player 2021	Male	150	<input type="text"/>	
Rocky Mountain Men's League Fees	Male	150	<input type="text" value="1"/>	
Rocky Mountain Women's League Fees	Male	150	<input type="text"/>	
Rocky Mountain Affiliation Fee	Male	150	<input type="text"/>	
Category	Gender	Price	Quantity	Total Cost
Senior Player 2021	Female	150	<input type="text"/>	
Rocky Mountain Men's League Fees	Female	150	<input type="text"/>	
Rocky Mountain Women's League Fees	Female	150	<input type="text"/>	
Rocky Mountain Affiliation Fee	Female	150	<input type="text"/>	

Calculate Cost

Type here to search

84°F 10:42 AM 8/24/2021

9. Add a quantity of '1' to your club's proper category and click 'Calculate Cost.'

Do not add more than one total '1'.
Your total cost should be \$150.



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Sportlomo : Event Registrations x +

← → ↺ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/event-club-panel-reg/5233/80263 ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-... Other Bookmarks

Category	Gender	Price	Quantity	Total Cost
Senior Player 2021	Male	150	<input type="text"/>	
Rocky Mountain Men's League Fees	Male	150	<input type="text" value="1"/>	150
Rocky Mountain Women's League Fees	Male	150	<input type="text"/>	
Rocky Mountain Affiliation Fee	Male	150	<input type="text"/>	

Category	Gender	Price	Quantity	Total Cost
Senior Player 2021	Female	150	<input type="text"/>	
Rocky Mountain Men's League Fees	Female	150	<input type="text"/>	
Rocky Mountain Women's League Fees	Female	150	<input type="text"/>	
Rocky Mountain Affiliation Fee	Female	150	<input type="text"/>	

Senior Player 2021
Rocky Mountain Men's League Fees (x 1)

Calculate Cost

Registration Cost 150

Continue

Type here to search

84°F 10:43 AM 8/24/2021

10. After you click 'Calculate Cost' your total Registration Cost should be '150.'

Verify this is correct and click 'Continue.'



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2021-2022 Competitive Season

Sportlomo : Event Registrations x

← → ↺ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/club-panel-create-names/5233/80263 ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-... Other Bookmarks

LARAMIE 340 (ROCKY MOUNTAIN RU LARAMIE LUMBERJACKS RU CLUB) Sportlomo

HOME ? HELP MY ACCOUNT LOGOUT

Register Club Teams

Fill in team names ← Back

Category	Gender	Season	Team Name
Senior Men's Player	Male	2021-2022	<input type="text" value="amie Lumberjacks 2021-2022"/>

Save

Type here to search 84°F 10:44 AM 8/24/2021

11. Once you get to the 'Register Club Teams' page, you need to type in your team's name in the blank bar. So that the system does not confuse itself, add the season (2021-2022) to the end of your team's name.



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Sportlomo : Event Registrations x +

← → ↺ https://usarugby.sportsmanager.ie/sportlomo/user/event-registrations/make-payment/82519 ☆

Getting Started (160) Roundcube Web... NIRA 7s Referee Intere... eSports Manager 2021 Summer 7s Resul... Rocky Mountain Rugb... RMR Budgeting 2021-...

Other Bookmarks

Purchase Summary

Receipt:

Order Summary

Event	Quantity	Price	Processing Fee	Taxes	Discount Value	Line Value
USA Rugby Team Registration Fees	1	0.00	0.00	0.00	0.00	0.00
Team Registrations	0	See Team Breakdown below				150.00
Total (Ex Service Fees)						150.00

Discount Code **Apply**

Card Details

You will have an opportunity to review and confirm your payment before payment is taken.
Your payment will be processed using Stripe, one of the world's leading Payment Processors.
No financial information is disclosed to SportLomo or your Club.

Please enter your card details

Credit or debit card

Card number MM / YY CVC

Powered by **stripe**

What is my CVC / CVV code?

Continue

12. Congrats! You're on the checkout page.
From here, enter your credit card
information and finish the Club
Registration Process.