

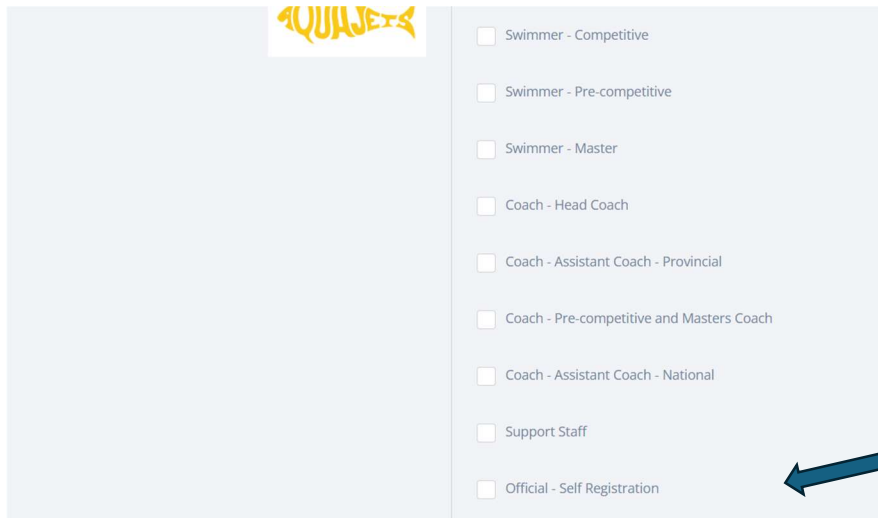
# NEW OFFICIALS

1. Please click on this link which will take you to a SportsLoMo portal page to log in.

(<https://swimming.canada.sportsmanager.ie/sportlomo/registration/member-registration/club/64435>)

(it is a good idea to bookmark the link so it is easy to find again in the future)

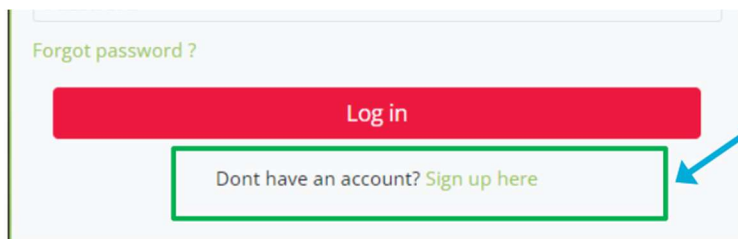
2. Select “Official-Self Registration” and then click Register.



The screenshot shows a registration form with a list of roles on the right side, each with an unchecked checkbox. The roles are: Swimmer - Competitive, Swimmer - Pre-competitive, Swimmer - Master, Coach - Head Coach, Coach - Assistant Coach - Provincial, Coach - Pre-competitive and Masters Coach, Coach - Assistant Coach - National, Support Staff, and Official - Self Registration. A blue arrow points to the 'Official - Self Registration' checkbox.

You must select “Official-Self Registration” to proceed.

3. After clicking the Register Button, on the next page sign up for a new account by clicking ‘Sign up here’.

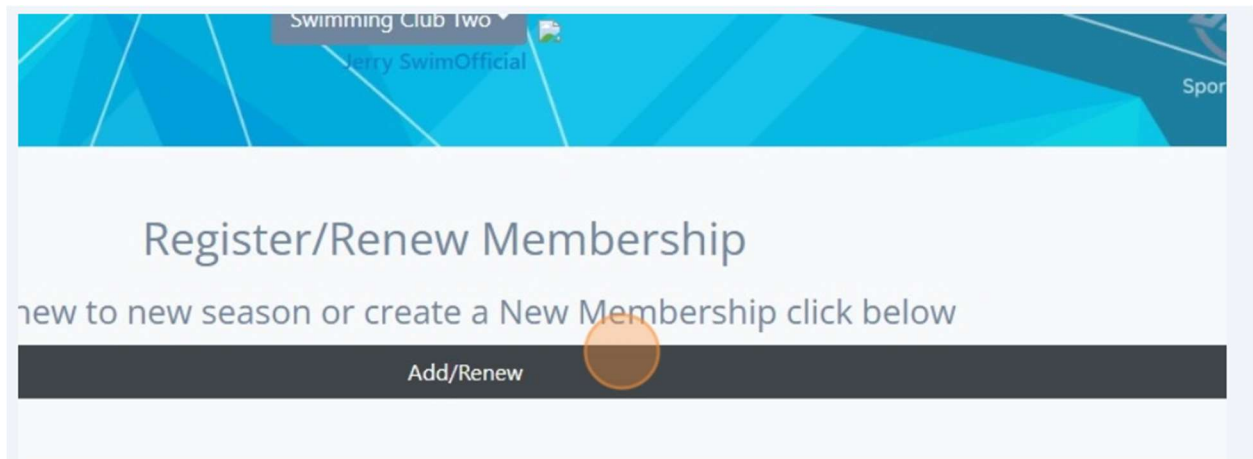


The screenshot shows a login page with a red 'Log in' button and a green box around the 'Sign up here' link. A blue arrow points to the 'Sign up here' link.

New officials will sign up for a new account

4. Once you have created your account and accepted the terms and conditions, click the “**Register**” button.

5. Then click **“Add/Renew”**.



6. Select **“Officials – Self Registration”** – the price will be \$0.00. Ensure the Qty = 1

|                                   |             |        |             |
|-----------------------------------|-------------|--------|-------------|
| Name: Officials Self-Registration | Price: 0.00 | Qty: 1 | Total: 0.00 |
|-----------------------------------|-------------|--------|-------------|

7. Click **“Add New Member”** and then **“Continue”**

| Package  | Member  |
|----------|---|
| Official | <div>Please Select...<br/><input type="text"/><br/>Please Select...<br/><b>Add New Member</b></div> |

8. Complete the Personal Data section and the declarations which are required by Swimming Canada and Swim Ontario.

Invoice Details

Enter your details [Back](#)

Selected Membership

OFFICIAL

Official

Personal Data

First Name  
Jimmy

Last Name  
Jones

Gender  
Male

Date of Birth  
1977-06-06

E-mail  
[ ]

Address Line 1  
[ ]

Address Line 2  
[ ]

Town/City  
[ ]

Country  
Please Select..

Province  
[ ]

Postal Code  
[ ]

Primary Phone Number  
[ ]

Alternate Phone Number  
[ ]

Gender Identification  
Please Select..

Citizenship \*  
Please Select..

Emergency Contact Last Name \*  
[ ]

Impairment Declaration \*  
Please Select..

D/deaf or Hard of Hearing \*  
Please Select..

Canadian Indigenous Descent  
Please Select..

BIPOC Declaration  
Please Select..

Emergency Contact First Name \*  
[ ]

Emergency Contact Description \*  
[ ]

Emergency Contact Phone Number \*  
[ ]

Waiver

**Privacy Declaration**

I hereby acknowledge that I have read, understand that information provided to Swimming Canada will be subject to, and agree to comply with the Swimming Canada Privacy Policy as amended from time to time.

☒ I Accept

**Acknowledgement and Consent**

I hereby acknowledge that I have read and understood and agree to comply with the Swimming Canada Code of Conduct and all other Swimming Canada policies, and those of my provincial section, as amended from time to time (collectively, the "Policies"). I further understand and agree that a violation of the Policies may result in disciplinary action and a suspension or revocation of my registration and privileges with Swimming Canada.

☒ I Accept

**Email Consent**

I would like to receive emails related to commercial activities from Swimming Canada (discounts and promotions from partners), including those related to the Swimming Canada Member Rewards program. I understand that I may unsubscribe from receiving these emails at any time.

☐ I Accept

Receipt

9. Click "Register"

10. You will receive a “Registration Complete” message.

## Registration Complete

Your registration has been successful, please see details of this below.

| Membership Details           |                   |                   |                   |
|------------------------------|-------------------|-------------------|-------------------|
| Email Address                | Registration Date | Total Fee charged |                   |
| strawberryfields123@mail.com | 29/08/2024 00:43  | 0.0000            |                   |
| Memberships                  |                   |                   |                   |
| Membership ID                | Name              | Membership Type   | Status            |
| 224978                       | Strawberry Fields | Official          | Awaiting Approval |

Please note that your Membership Status will be **“Awaiting Approval”** until the COA has approved the registration. At that point it will change to **“Active”**.

If your Membership status says **“Needs More Info”** please return to the registrant contact information section and ensure that the required info has been updated.

To Activate your account, go to your email and the find the account activation email sent by SportLoMo. Click **“Activate Account”** to complete the creation of your new account.

You will receive a notification that your account has been activated successfully.

To log into your officials account, navigate to:

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

Enter your email address and password. Click "Login".

Login

Please log in with your Sportlomo User Account

Forgot Password

Login

Not Looking for member login?  
[click here](#) for Admin Login

Click the Details buttons to review your member information.

Members

Jerry SwimOfficial  
REMS ID: SC24208934  
Member Status: Awaiting Approval  
Member Season: 2023-2024

Official - View  
Expiry Date: 31/08/2024

Login to IMS

Details

Qualifications

Certifications

Events