

## Dual Membership

### Process

**Tip:** Recommended browsers to use when registering online include: Chrome, Firefox and Safari.

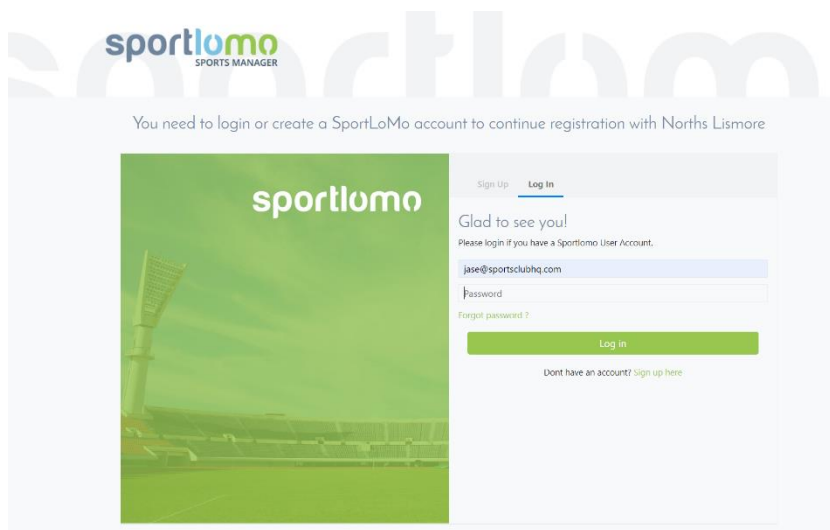
**Note:** Screen names may display slightly differently to those shown below.

1. Go to the Club portal you wish to register with

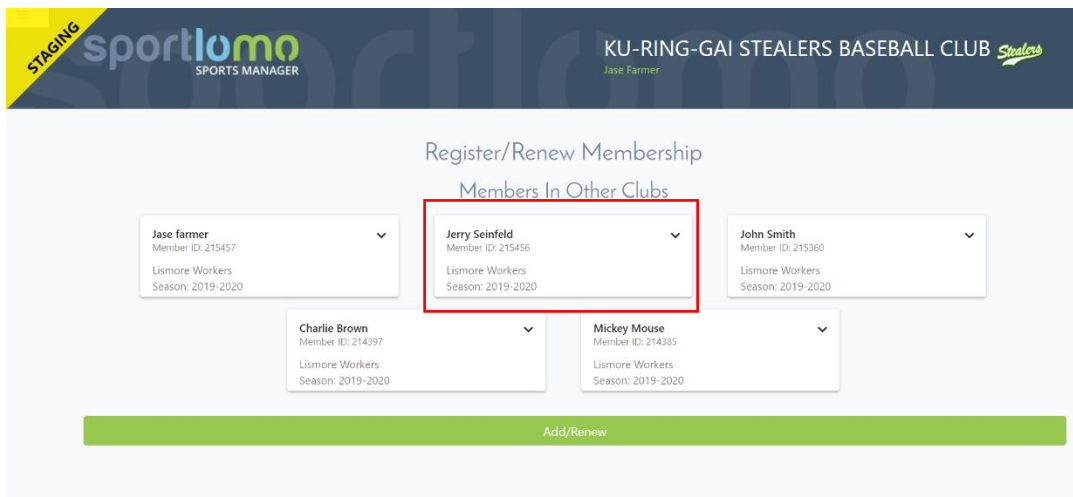


Or direct to <https://sportsmanager.ie/sportlomo/users/login>

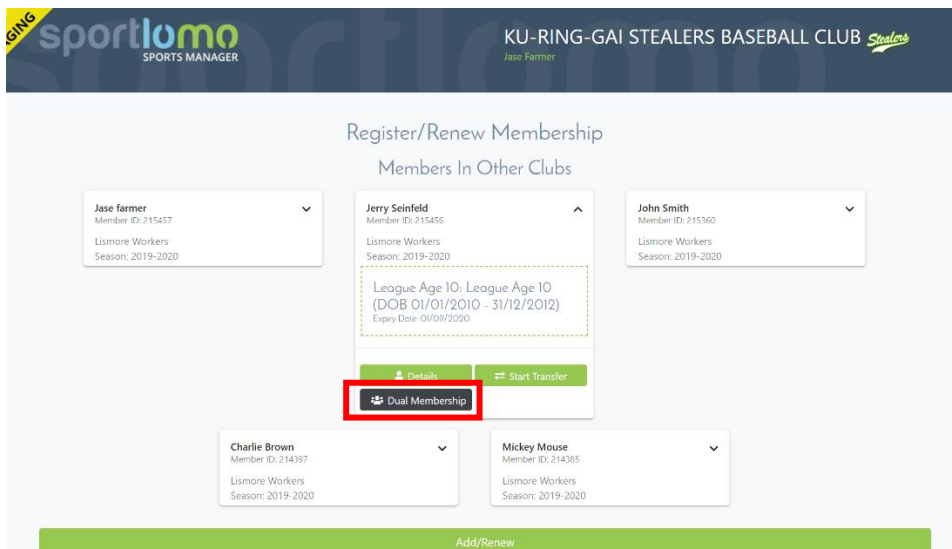
The SportLoMo Login screen displays.



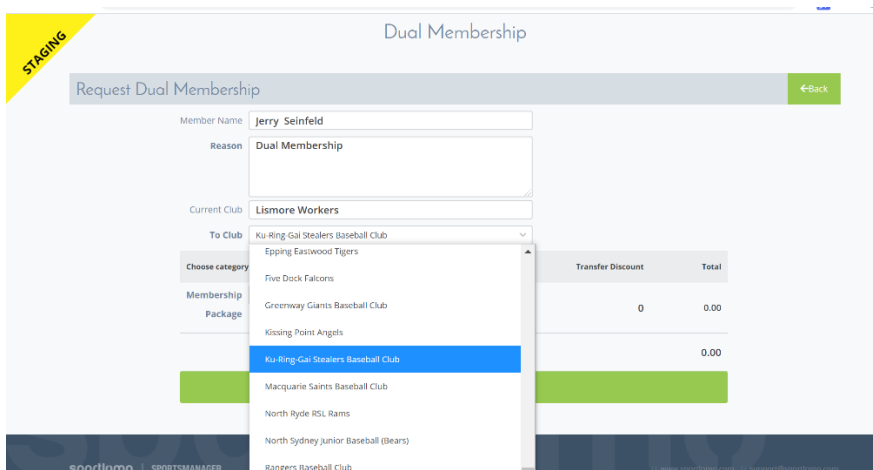
Once logged in, select the Member who is looking to register



Select Dual Membership



In the Dual Membership page, enter a reason for the Dual Membership, simply **Dual Membership** will be fine. Select the Club you wish to register with



Select Membership Package from the available ones in the drop down

STAGING

### Dual Membership

Request Dual Membership [←Back](#)

Member Name:

Reason:

Current Club:

To Club:

Choose category you wish to register with

Membership Package	Price	Transfer Discount	Total
<input type="text" value="Little League - Live"/>	0	0	0.00

The system will then display the total price, comprised of the Club Fee, with a transferred discount of the previously paid "Association" fees.

STAGING

### Dual Membership

Request Dual Membership [←Back](#)

Member Name:

Reason:

Current Club:

To Club:

Choose category you wish to register with

Membership Package	Price	Transfer Discount	Total
<input type="text" value="Little League - Live"/>	305.00	75.00	230.00
1	DOB 1/9/07 - 31/8/08	305.00	<input type="checkbox"/>
	DOB 1/9/08 - 31/8/09	305.00	<input type="checkbox"/>
	DOB 1/9/09 - 31/8/10	305.00	<input checked="" type="checkbox"/>
	DOB 1/9/10 - 31/8/11	255.00	<input type="checkbox"/>
			230.00

Once package is confirmed, select **Request Dual Membership**.

Member then receives email confirmation that the Dual Membership is in progress (**ignore the reference to Transfer**)

**sportlomo**  
**Membership Transfer Started**  
Dear Jerry Seinfeld

Please see the details of your transfer request below

From Club	To Club	Started On	Automatically Approved On
<b>Lismore Workers</b>	<b>Ku-Ring-Gai Stealers Baseball Club</b>	<b>07/08/2020 02:19</b>	<b>12/08/2020 02:19</b>

**Transfer will require approvals by:**

Association Name

**Lismore Workers**

**Ku-Ring-Gai Stealers Baseball Club**

You will receive further notifications as your transfer request is processed. You can check the status of the transfer at any time by:

1. Logging into your Sportlomo account at [Sportlomo](#)
2. Click on My Registrations
3. Click View Transfers

This email and any attachments to it may be confidential and are intended solely for the use of

In the meantime, the 2 participating clubs, approve the Dual Membership. Once approved, you will receive an email notifying you that you can now complete the Membership. Click the link in green

**sportlomo**  
**Membership Transfer Approved**  
Dear Jerry Seinfeld

Your transfer request has now been approved by all relevant bodies.

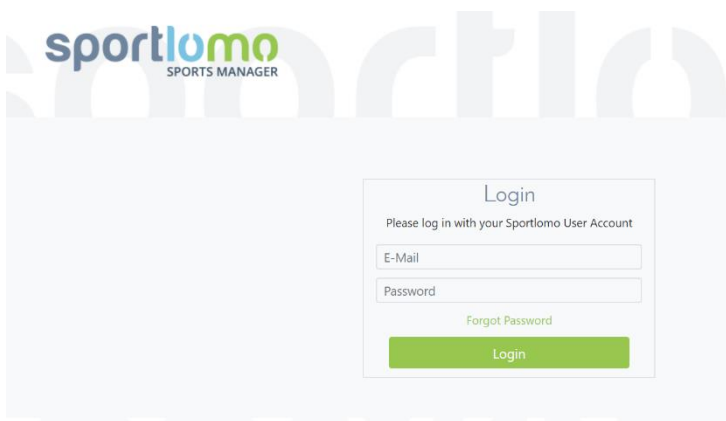
From Club	To Club	Started On	Automatically Approved On
<b>Lismore Workers</b>	<b>Ku-Ring-Gai Stealers Baseball Club</b>	<b>07/08/2020 02:19</b>	<b>12/08/2020 02:19</b>

To complete the transfer you must now complete the following steps

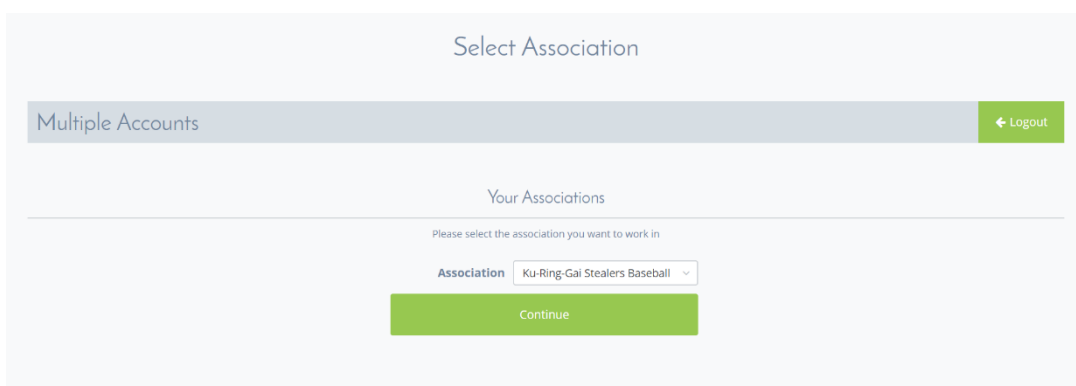
1. Logging into your Sportlomo account at [Sportlomo](#)
2. Click on My Registrations
3. Click View Transfers
4. Click On the Right Arrow icon on your transfer
5. You will then be shown a list of the available membership packages in your new club, select the package you wish to register to and complete the payment
6. Once payment is complete you will then be a member of your new club

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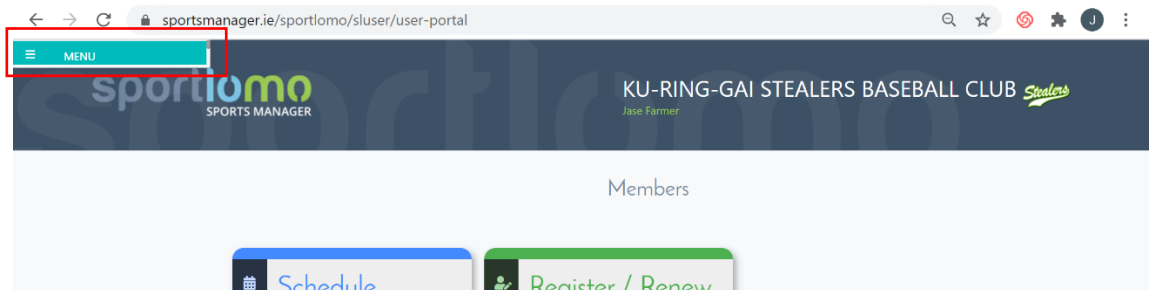
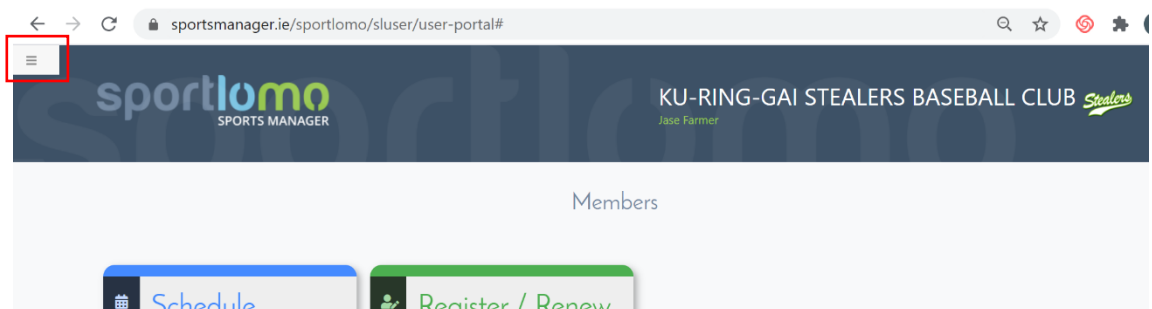
Login to your account



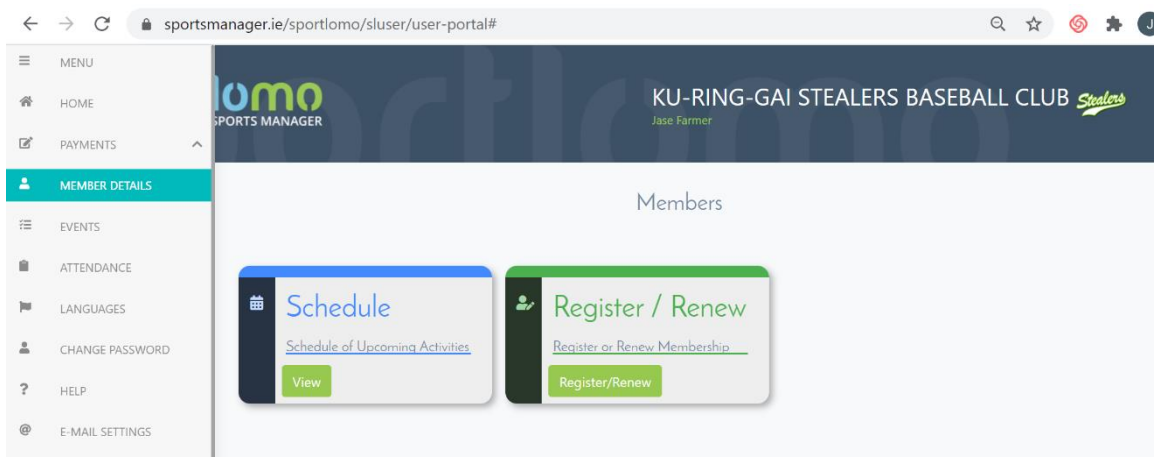
Select the Club (Associations) in the drop down of options and hit continue



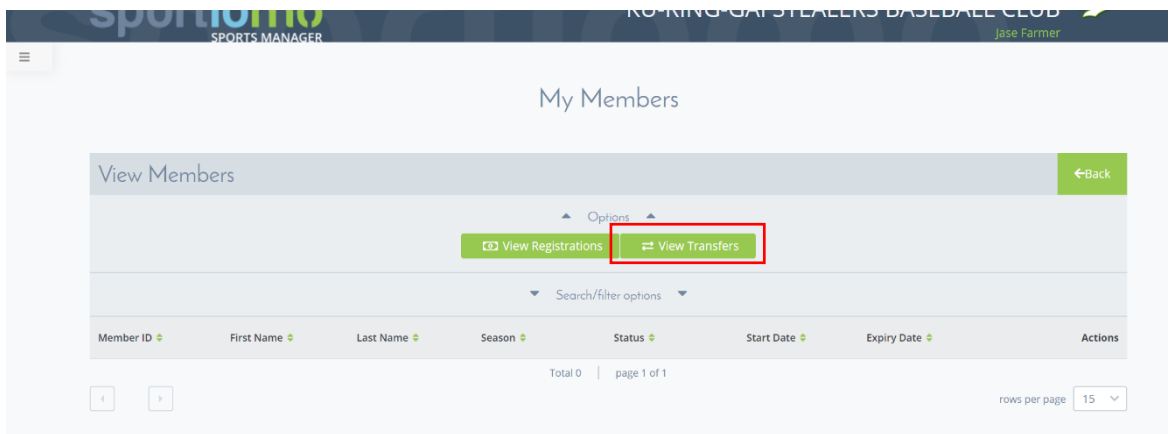
From the Home Page, hover over the Menu icon at the top left



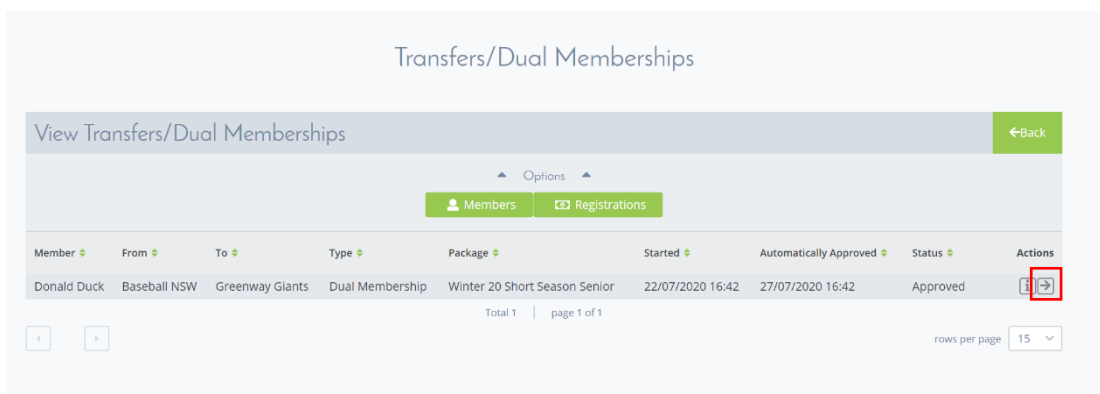
## Navigate to Member Details



## Select View Transfers



## Select the arrow to progress



- Complete any extra details required for Registration
- Select Register
- Progress to payment and complete.