ClubRunner PETS Integration

Zach W. - 2026-01-23 - Support

Our Integration enables data synchronization between ClubRunner and DacDB for President Elect & Area Governor registration.

Which Districts are currently using our integration?

This integration currently supports the following Rotary Districts

- 5000
- 5150
- 5180
- 5190
- 5240
- 5280
- 5340
- 5390
- 5495

How does the integration work?

Our integration service relies on the the district and club officer modules to track individuals who are assigned to the President Elect and Area Governor positions. This means that when clubs are adding their officers, their data will automatically be sent to the registrar's system. Clubs and districts do not need to take any special or unique actions to ensure their officers will be integrated.

How are President Elects registered?

To ensure that a President elect will be synchronized for registration, you must ensure that they are appointed as the President Elect position in the current year, or have been appointed them as a President in the upcoming Rotary year. For example to be eligible for the registration in the 2025-26 Rotary year , the person must be defined as the 2025-2026 President Elect, and or the 2026-2027 President position.

The following articles should help manage club officer positions:

- Club Officers for District Admins
- Club Officers for Club Executives on the District
- Club Officers for Clubs using their Club

How are Assistant Governors registered?

To ensure that an Assistant Governor will be synchronized for registration, you must ensure that they are appointed in in the District Organization chart under the Assistant Governor section for the upcoming Rotary year. For example to be eligible for the registration in the 2025-26 Rotary year, the person must be defined as an Assistant Governor in the 2026-2027 District Organization Chart.

The following article should help to manage the District's Organization Chart

- How do I add, remove, or edit a district officer/director?

How are additional users registered?

Should you need to add an additional user, who is not a President Elect or Assistant Governor, you can manually update their ClubRunner profile under the Rotary section to opt them in. This flag should only be used for individuals who are not already registered as a President Elect or Assistant Governor.

Within the Member's Profile

District Staff can opt-in an individual by editing their Membership profile within the District's account.

1. Once you have located the member's profile, under the Rotary tab, click **Edit.**
2. Then **check** the Opt In to PELS integration checkbox.
3. Then click **Save**.

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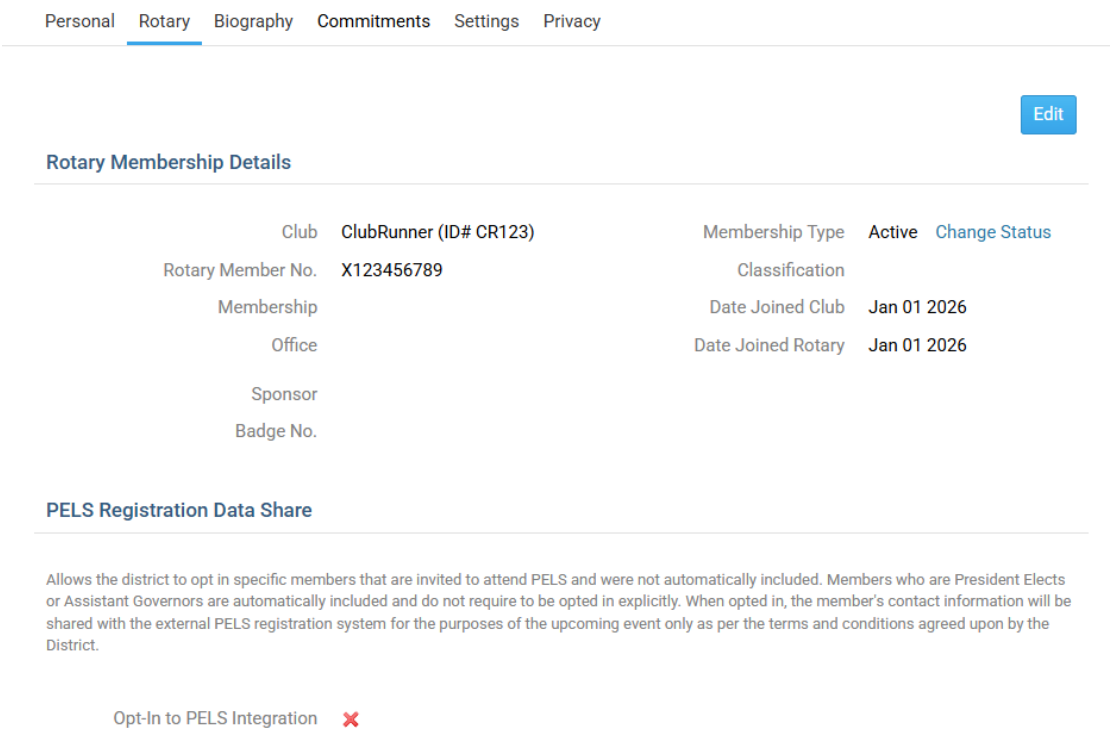
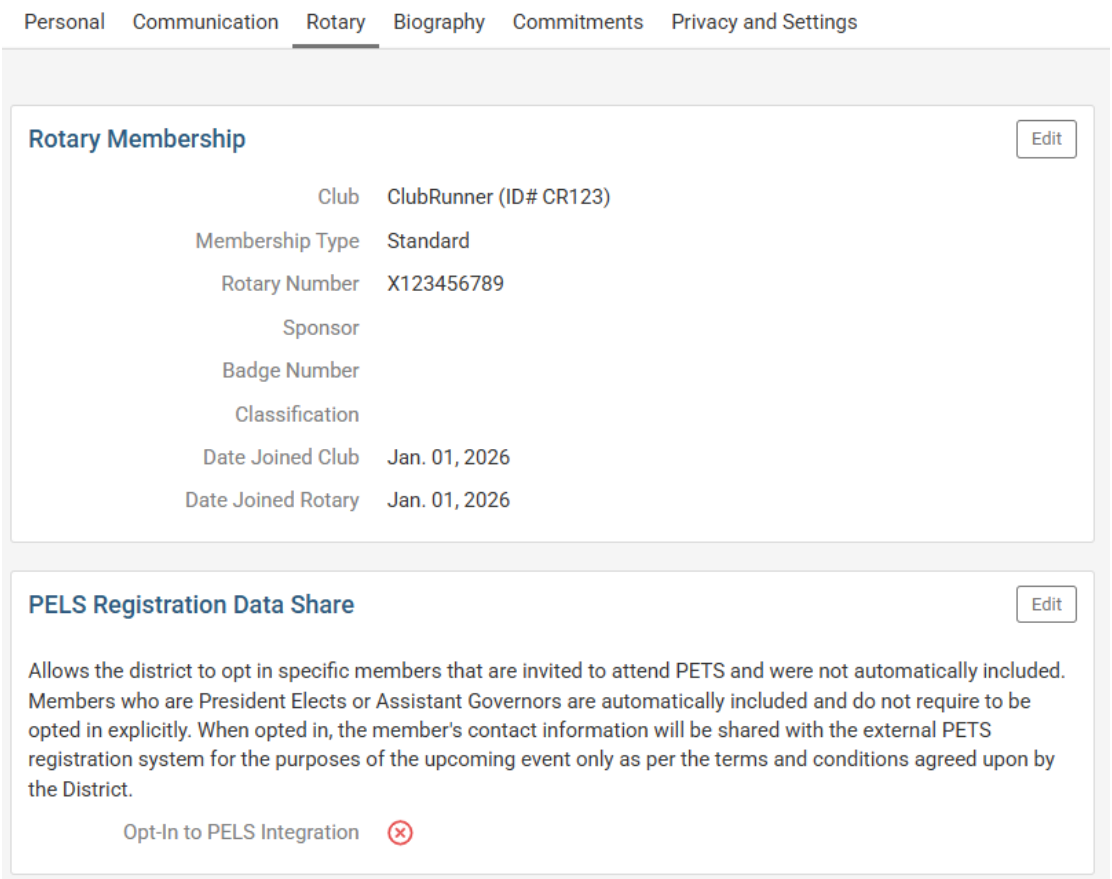


ClubRunner Nova



Note

This value always shows as false unless they have been manually opted in.

Troubleshooting

If for some reason there is an individual who you believe should be eligible to register, but is unable to, please contact our team. We'll investigate directly and work with all parties to get the matter resolved.