ClubRunner

[NOVA] What merge fields are available for Nova Emails?

Marina N.B. - 2025-08-26 - Communication

When creating emails in ClubRunner Nova, you can enter merge fields from the Fields tab. The text that appears between certain symbols, such as $ (Dollar sign) or {{ (curly brackets), depending on the module and information you want to add, will be replaced with information based on your selection. To add these fields to your Email or the email Template, click on the **drop-down menu** to select the information you need, and simply clicking **Insert** to add it to the email.

As an example, the merge field $NICK_NAME$ in a Communications email will be replaced by the recipient's nickname if it is included in their profile. Otherwise it will be populated by the recipient's first name.

These Merge Field groups below are available for emails in their respective modules:

- Persons or Recipient - This group relates to information about email recipients, and is available in all modules that support email communication.

- Sender - This group relates to information about the person sending the email (Sender), and the club or district you are sending the email from (Account), and is available in all modules. The Account merge field is sometimes listed separately from Sender fields.

- Events - This group relates to information about the event, such as the event name, date, location etc., and is available in Cloud Events and Event Planner. MyEventRunner only has Recipient, Sender and Account merge fields available.

Event Merge Fields

For help using merge fields, refer to the help article.

Event ?

Event Name ⌄   Insert

Event Name
Event Short Description
Event Date/Time
Event Venue Name
Event Venue Address
Event Venue City
Event Venue Postal Code
Primary Organizer Name
Primary Organizer Phone
Primary Organizer Email Address

- Volunteers - This group is available in the Volunteers module emails, and has merge fields related to the sign-up list it is being sent from, including event details it's linked to.

| Event Name | ⌄ | Add |

Event Name

Event Contact

Event start date

Event end date

Event start time

Event end time

Event Location & Address

Event Details

Event fee

Volunteer Signup List Name

Volunteer Signup Link

Volunteer Signup List (Display)

All Volunteer Tasks

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ST_NAME

Reminder that you signed up to volunt