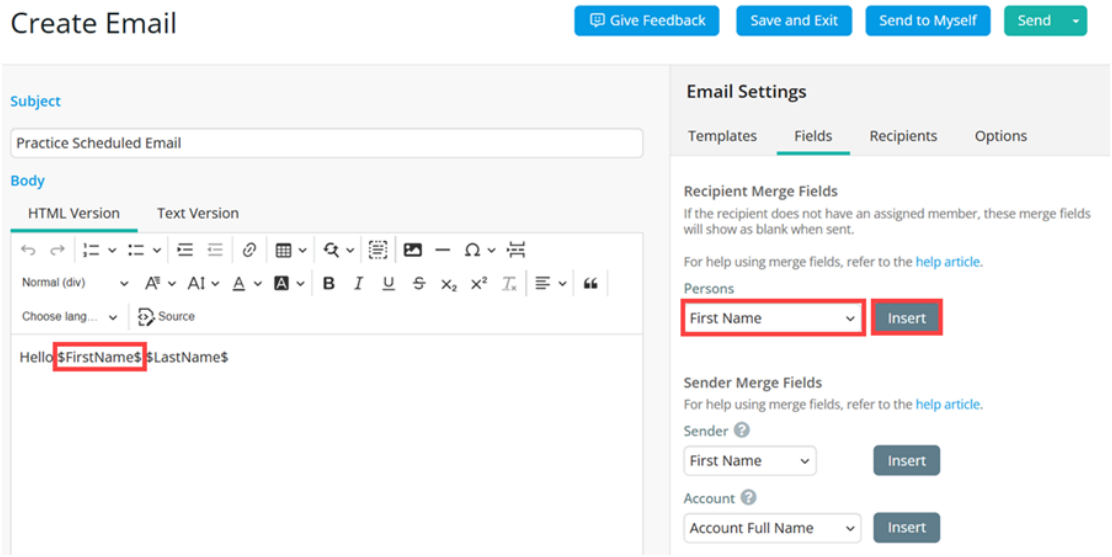
ClubRunner

[NOVA] What merge fields are available for emails?

Marina N.B. - 2025-09-24 - 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.

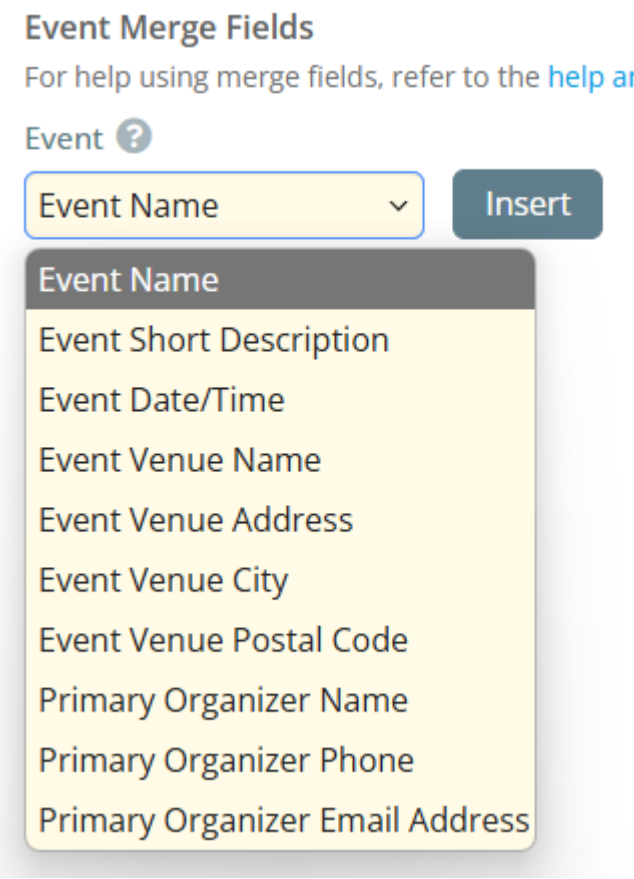


These Merge Field groups below are available for emails in their respective modules:

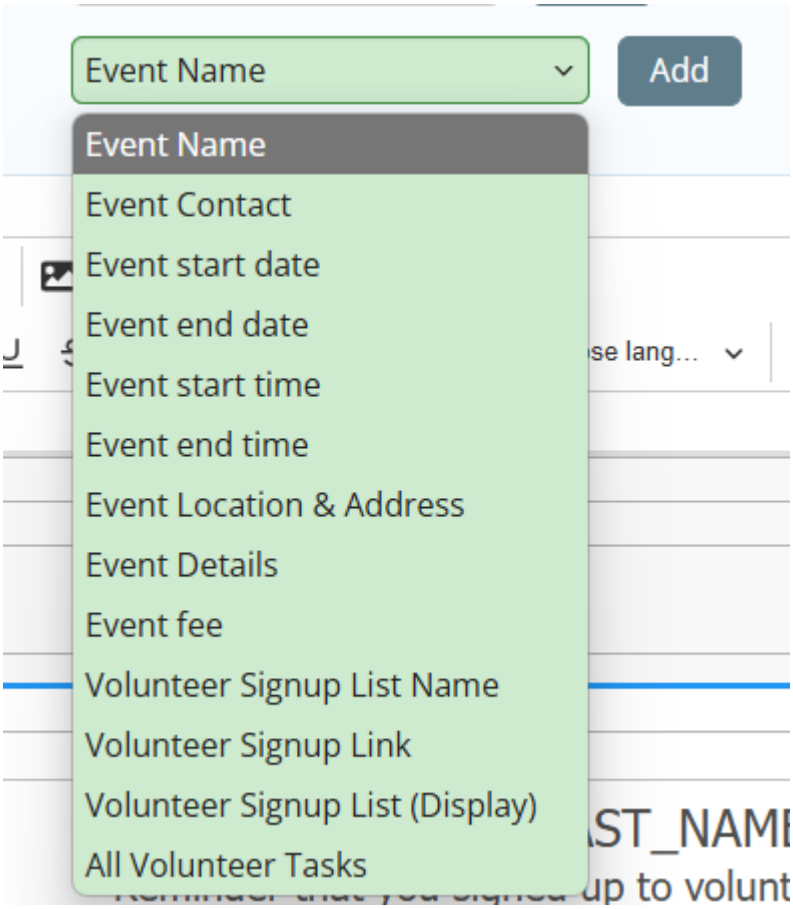
- Persons or Recipient - This group relates to information about email recipients, and is available in all modules that support email communication.

- 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.



- 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