



REGISTRATION PACKAGE



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KEY DEADLINES TO REMEMBER

DATE	TASK
<u>Friday February 6, 2026.</u>	Submit your official Intent to participate and a non-refundable deposit of \$500.00 per team to Wheelchair Rugby Canada.
<u>Friday March 20, 2026.</u>	Teams must submit their long-list roster form to Wheelchair Rugby Canada. Teams must submit their registration fee to Wheelchair Rugby Canada.
<u>Friday April 3, 2025</u>	Teams must submit their Player Transfer Forms to Wheelchair Rugby Canada
<u>Friday April 17, 2026</u>	Teams must submit their requests for classification at the 2026 National Championships. Teams must submit all confirmed travel details. Submit your Final Team Rosters
<u>Friday April 24, 2026</u>	Submit any requested documentation pertaining to classification to the Head Classifier.
<u>Friday May 1, 2026</u>	All players and staff on the FINAL ROSTER must complete mandatory CCES True Sport Clean Untracked training by <u>Friday May 1, 2026</u>
<u>Thursday May 14, 2026</u>	Technical Meeting: No roster changes will be accepted after the Technical Meeting on May 14, 2026. Teams may adjust their rosters due to emergency circumstances up until the Technical Meeting. Updates must be sent, in writing, to the Head Official and info@wheelchairrugby.ca .

Please use this link to submit all files: https://cwsaottawa-my.sharepoint.com/:f:/g/personal/alightfoot_wheelchairrugby_ca/IgC7gmgKrGqOSZiJ7cqyLn3eAUZ5QY9aJVDptEILS4B9Ir8

REGISTRATION AND PAYMENT

REGISTRATION:

FEE	DESCRIPTION
\$ 2,000.00	Each Team (12 Player Roster + 3 Staff)

Registration Fee: \$2,000 per team, minus the non-refundable \$500.00 deposit. Registration fees are non-refundable.

PAYMENT METHOD 1:	PAYMENT METHOD 2:
All registration fees can be made payable to Wheelchair Rugby Canada via electronic payment to finance@wheelchairrugby.ca .	Cheques may be mailed and made payable to Wheelchair Rugby Canada. Mailing Address PO Box 1180 Lakefield, Ontario K0L 2H0

Intent to participate and deposit are due **February 6, 2026**. Please send an email to Avery Lightfoot at alightfoot@wheelchairrugby.ca, and indicate the number of teams from your province attending Nationals.

Includes:

- Return transportation to and from the Ottawa International Airport and the host hotels
- Transport of your team's equipment to and from the Ottawa International Airport and the Raven's Nest Gymnasium
- Transport of your team's athletes and staff to and from the host hotels and the Raven's Nest Gymnasium
- Player / team welcome packages
- Entry to the Awards Banquet which will be held on the evening of Sunday, May 17
- Full classification panel
- National and international level Wheelchair Rugby referees
- Breakfast is included at host hotels
- Lunch will be provided at the venue on Friday, Saturday & Sunday
- Teams will be responsible for dinner on Thursday, Friday & Saturday
- Water filling station and snacks at the gym (please bring your own water bottle)

TOURNAMENT VENUE



DATES: Friday, May 15th to Sunday, May 17th

LOCATION: Ravens' Nest Gymnasium – Carleton University
[Go Ravens - Carleton University](#)
9376 University Drive
Ottawa, ON
K1S 5R2

CAMPUS MAP: [Campus Map - Carleton University](#)

Please note that parking on campus is pay to park and parking permits will not be available. We are currently working with the parking department to get discount codes for the participants but please be prepared to pay for your parking. More details to come.



TRANSPORTATION



417 Bus Line Ltd. will be providing transport to all participants throughout the event.

- Return transportation to and from the **Ottawa International Airport** and the host hotels
- Transport of your team's athletes and staff to and from the host hotels and the Raven's Nest Gymnasium



ACCOMODATIONS

Hotel #1: Recommended for wheelchair users (spacious bathrooms with shower/tub combination in rooms with 2 Queen beds)



AN IHG® HOTEL

LOCATION: **Holiday Inn Express and Suites Ottawa Airport by IHG**
[Holiday Inn Express & Suites Ottawa Airport - Ottawa,](#)
2881 Gibford Drive
Ottawa, ON
K1V 2L9

RESERVATION INFORMATION:

- Please make your reservations directly with the hotel
- Group cut-off date: April 13th, 2026
- Booking Methods:
 - #1- Phone
 - In-House Reservations (613) 247-9500
 - Group Code: CWR
 - #2- Online
 - www.hieottawa.com
 - Enter city and dates
 - Click on “add special rate codes”
 - Enter **CWR** in the “group code” section
- **Check-In:** Wednesday, May 13th
- **Check-Out:** Monday, May 18th
- **Pricing:** 1 King Bed w/ pullout (walk-in shower only) – 189.00 CAD + HST
2 Queen Beds – 179.00 CAD + HST
- Complimentary Hot Breakfast

Hotel #2: Rooms with 2 Queen beds are recommended for non wheelchair users (limited space in bathroom)



LOCATION: **Hampton Inn by Hilton Ottawa Airport**
[Hampton Inn Hotel Near Ottawa Airport](#)
2869 Gibford Drive
Ottawa, ON
K1V 2L9

RESERVATION INFORMATION:

- Please make your reservations directly with the hotel
- Group cut-off date: April 13th, 2026
- Booking Methods:
 - #1- Phone
 - In-House Reservations (613) 248-1113
 - Group Code: **WRC**
 - #2- Online
 - www.hampton.com
 - Enter city and dates
 - Click on “add special rate codes”
 - Enter **WRC** in the “group code” section
- **Check-In:** Wednesday, May 13th
- **Check-Out:** Monday, May 18th
- **Pricing:** 1 King Bed – Accessible room (tub) – 169.00 CAD + HST
2 Queen Beds – 179.00 CAD + HST
- Complimentary Hot Breakfast

Hotel #3: Recommended for wheelchair users (spacious bathroom with shower/tub combination)



LOCATION: **Homewood Suites by Hilton Ottawa Airport**
[Homewood Suites By Hilton Ottawa Airport Ottawa, Ontario, CA -
Reservations.com](https://www.homewoodsuites.com)
3605 Paul Anka Drive
Ottawa, ON
K1V 2S6

RESERVATION INFORMATION:

- Please make your reservations directly with the hotel
- Group cut-off date: April 13th, 2026
- Booking Methods:
 - #1- Phone
 - In-House Reservations (613) 422-3678
 - Group Code: **WRG**
 - #2- Online
 - [homewoodsuites.com](https://www.homewoodsuites.com)
 - Enter city and dates
 - Click on “add special rate codes”
 - Enter **WRG** in the “group code” section
- **Check-In:** Wednesday, May 13th
- **Check-Out:** Monday, May 18th
- **Pricing:** 1 King Bed w/ pullout – Accessible room (tub) – 199.00 CAD + HST
2 Queen Beds w/ pullout – 209.00 CAD + HST
- Complimentary Hot Breakfast served (Weekdays 6 AM – 9:30 AM / Weekends 7 AM – 10 AM)
- Complimentary Evening Social served on Wednesdays 5 PM – 7 PM

BANQUET



DATE: Sunday, May 17th

TIME: TBD (following the conclusion of the tournament)

LOCATION: Infinity Convention Centre
2901 Gibford Drive
Ottawa, ON
K1V 2L9

NOTES:

This will be a plated meal. Final banquet information including dietary restrictions must be submitted by **Friday April 17, 2026**.

Due to the size of the venue, there may be a limited number of extra tickets (\$95 each) available for the banquet. Please ensure to note any additional guests you wish to bring on the banquet information document and return to alightfoot@wheelchairrugby.ca by Friday April 17, 2026.

NOTE: Submitting a request for additional banquet guests DOES NOT guarantee them a ticket. Supplementary guest tickets will be confirmed by May 14th 2026.

SCHEDULE

CLASSIFICATION:

- Thursday, May 14th
- 8:00 AM – 12:00 PM and 1:00 PM – 4:00 PM
- Raven's Nest Gymnasium – Carleton University
Ottawa, ON K1S 5R2

CHAIR CHECKS:

- Friday, May 15th
- Each team will have their chairs checked prior to the start of their first match
- Raven's Nest Gymnasium – Carleton University
Ottawa, ON K1S 5R2

TECHNICAL MEETING:

- Thursday, May 14th
- Time: 7:00 PM
- Holiday Inn Express & Suites
Ottawa, ON K1V 2L9

TOURNAMENT:

- Friday, May 15th to Sunday, May 17th
- Raven's Nest Gymnasium – Carleton University
Ottawa, ON K1S 5R2
- The final schedule will be announced once all teams are registered & confirmed

CLASSIFICATION

There will be two (2) panels of three (3) Classifiers each present throughout the duration of the tournament. If your team has players requiring classification, please note accordingly on your Team Roster Information no later than April 17, 2026.

To help us estimate the number of athletes who will require classification, please indicate on the long list which athletes need classification. The completed classification form and supporting documentation will not be due until the submission of the Final Team Roster. These forms, along with a protest form, will be distributed to teams at a later date.

The World Wheelchair Rugby Quality Assurance lead will be Paul Easton. This role has been adopted internationally, and it is used to ensure that policies and procedures are followed from all participants, including athletes, coaches, classifiers, and administrators.

All athletes who require classification must be prepared to present themselves to the classifiers at the Raven's Nest by 8:00 AM on Thursday, May 14th, so please schedule your flights accordingly. All athletes who require classification must submit their flight information to Avery Lightfoot via the Team Transportation Form no later than April 17th in order for the Head Classifier to develop an appropriate schedule. Please ensure that your athletes arrive ready for classification 15 to 20 minutes before their scheduled classification time to ensure there are no delays.

Ground transportation will be provided for athletes who require classification. Details will be communicated closer to the date.

NOTE: An online classification module will be available some time in the new year. This e-module is strongly recommended for all individuals participating in classification.

ADDITIONAL INFORMATION

Sustainable Practices at the 2026 Wheelchair Rugby National Championships

The 2026 Wheelchair Rugby National Championships is committed to sustainability and is a non-single-use plastic event. In line with this, we will not be providing single-use water bottles. We kindly ask all participants to bring their own reusable water bottles. Water filling stations will be available throughout the competition venue to ensure easy access to hydration.

ADHESIVE POLICY

These National Championships WILL BE ADHESIVE FREE. Referees will be inspecting chairs and any chair not considered free of stickum will not be permitted on the court. There will be no spray zone, as no sprays, glues, or excessive adhesive tape will be allowed. Thank you for your understanding and cooperation.

DOPING CONTROL

Wheelchair Rugby Canada is a WADA compliant sport organization and, as such, the ***Sport Integrity Canada*** (formerly Canadian Centre for Ethics in Sport) conducts doping control testing at the National Championships. Please ensure that your players understand that testing may be performed on players from any division. Please review the policies and procedures, as well as the Prohibited List on the CCES website [Canadian Anti-Doping Program | Canadian Centre for Ethics in Sport](#) and act accordingly. These policies and procedures are compliant with the Canadian (CCES) and International (WADA) codes.

IMPORTANT – ANTI-DOPING REQUIREMENTS FOR NATIONALS

All players, coaches, and staff who will participate at Nationals are required to complete online antidoping education ANNUALLY through CCES prior to competing.

CARDED ATHLETES OR STAFF MEMBERS ON THE NATIONAL TEAM (senior or development cards), are already required to complete this training, and are therefore NOT required to complete again in order to compete at Nationals.

ATHLETES WHO ARE NOT CARDED OR NATIONAL TEAM STAFF MEMBER will be required to complete the Clean Sport (Untracked) e-learning module. PSOs are required to ensure that all athletes and staff attending Nationals have completed this course

True Sport Clean (Untracked):

1. Use this link [Course Outline | Canadian Centre for Ethics in Sport](#)
2. Once on the webpage, you will need to click on Modules 1 through 8 (all listed) to learn more about different areas of anti-doping education.

3. Once you have completed the modules, click on Module 9 to access the Clean Sport Quiz.
4. When you complete the quiz, you will receive a certificate. Please SAVE this certificate and forward to your PSO as requested.

NOTES:

- You do NOT need to create an account or login to take this course.
- You MUST save your certificate. Once you close the screen, you will no longer have access to your certificate and will need to start the process over.

SAFE SPORT RESOURCES

WRC recognizes the importance of creating a safe environment and developing a culture of trust in the sport system. This is why our organization is undertaking the means to further safe sport for our stakeholders. As an Abuse-Free Sport signatory, we acknowledge that adopting this universal code of conduct is an important step to ensure a nationally consistent and appropriate administration of complaints in sport.

For more information please see our Safe Sport Website: <https://wheelchairrugby.ca/safe-sport/>

PHOTOGRAPHY & MEDIA DISCLAIMER

- Wheelchair Rugby Canada (WRC) and the Ottawa Stingers will capture photos and video footage throughout the National Championships for the purpose of promoting the event and the sport across our digital platforms, marketing materials, and media partnerships. By participating in the National Championships, teams acknowledge that athletes, coaches, and support staff may appear in event-related photos or videos.
- A formal **Photo & Media Release Form** will be provided and must be completed and signed by each team prior to the start of the event. This ensures that WRC can responsibly and respectfully represent all participants in our coverage of the tournament.
- If you have any questions or specific concerns regarding photography or media usage, please contact grudolph@wheelchairrugby.ca.

QUESTIONS & MAIN CONTACTS:

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Registration Package and Forms can be found here: <https://wheelchairrugby.ca/2026-national-championships/>

