



## 2025 INTERNATIONAL DELEGATION PROGRAM

### STEP 1: RECRUIT YOUR DELEGATION

Recruit 5+ colleagues or green building friends looking to attend Greenbuild 2025 with a Conference Pass in Los Angeles, CA.

1. Name: \_\_\_\_\_
2. Name: \_\_\_\_\_
3. Name: \_\_\_\_\_
4. Name: \_\_\_\_\_
5. Name: \_\_\_\_\_
6. Name: \_\_\_\_\_
7. Name: \_\_\_\_\_
8. Name: \_\_\_\_\_
9. Name: \_\_\_\_\_
10. Name: \_\_\_\_\_

*Note: Group leaders that secure delegations of 15+ members will receive a free hotel room during the event if registered by September 1, 2025 (while space is available).*

### STEP 2: DETERMINE POINT OF CONTACT

Determine the Group Leader (the main point of contact for your delegation)

Delegation Leader: \_\_\_\_\_

### STEP 3: REQUEST YOUR REGISTRATION CODE

Contact Katie Gillham at [katie.gillham@informa.com](mailto:katie.gillham@informa.com) with your delegation details and Katie will then send you a promo code to register your delegation.

### STEP 4: REGISTER YOUR DELEGATION

Each participant in your delegation must register with the promo code provided by Katie. When you register, make sure you select "Request a Visa Letter" so a visa letter will be attached to your confirmation email.

- Each participant in your delegation will register with the promo code here:  
<https://greenbuild.informaconnect.com/2025/registrations/Attendee>

### STEP 5: APPLY FOR A U.S. VISA

If you or anyone in your delegation needs a visa to travel to Los Angeles, you can apply for your visa and attach the visa letter from your confirmation email. Note: if you also require a visa appointment, we recommend checking wait times at your local embassy or consulate for accurate wait times.