

# Adding a Tour to an Existing Pass

To add a tour to an existing registration, log into your registration at <https://greenbuild.informaconnect.com/2022/registrations/Attendee>, enter your email address and the password created at the time of your original registration. If you do not know your password, you can select the “Update Password” link:



Greenbuild | International Conference + Expo  
NOVEMBER 1-3, 2022 | MOSCONE CENTER | SAN FRANCISCO

FEATURING  
**IWBC**

## Register for the Greenbuild International Conference + Expo 2022


Greenbuild International Conference + Expo is the largest annual event for green building professionals worldwide to learn and source cutting-edge solutions to improve resilience, sustainability and quality of life in our buildings, cities and communities. Join us at the 2022 Greenbuild International Conference + Expo!

### Register or Login

Start a new registration or view your existing registration details by entering your email address below.

NEXT

You will be directed to the **Order Review** page:



Greenbuild | International Conference + Expo  
FEATURING **IWBC** NOVEMBER 1-3, 2022 MOSCONE CENTER SAN FRANCISCO

REVIEW PRINT INVOICE EMAIL INVOICE CLICK HERE TO CHANGE

Profile Business Details Sustainability & Inclusion Packages **Review** Payment

## Order Review

Please take a moment to review the information you entered and confirm that it is correct.

Scroll to the **Package Selection** section and click on the green button:

**PACKAGE SELECTION**



At the Package Selection page, scroll a little more than ½ down the page, where you will see the available tour options:

#### San Francisco Community Tours

Greenbuild offers an array of tour options to help highlight members of the San Francisco sustainability industry doing great work. Below is information for each of our tours at this upcoming Greenbuild International Conference + Expo 2022 event. For a description of the available tours, please go to <https://informaconnect.com/greenbuild/tours/>

All proceeds benefit the local USGBC host chapters.

Make your selections, then scroll to the bottom of the page and click on the **NEXT** button to save your choices:

**START OVER**

**NEXT**

You will be taken back to the **ORDER REVIEW** page, where you can submit your payment for the tours and/or any additional items which have been added. Scroll down the page and locate the **MAKE A PAYMENT** button:

**MAKE A PAYMENT**

Submit your payment. To request a copy of your receipt and to log out, make your selection from the options in the grey bar:

REVIEW

PRINT INVOICE

EMAIL INVOICE

CLICK HERE TO CHANGE PASSWORD

LOGOUT

### **Additional tour details**

- If a tour shows as “Full”, it is at capacity and additional participants cannot be added
- There are no waitlists for tours which are sold out
- Once purchased, all Greenbuild passes, Tours and a-la-carte items are nonrefundable