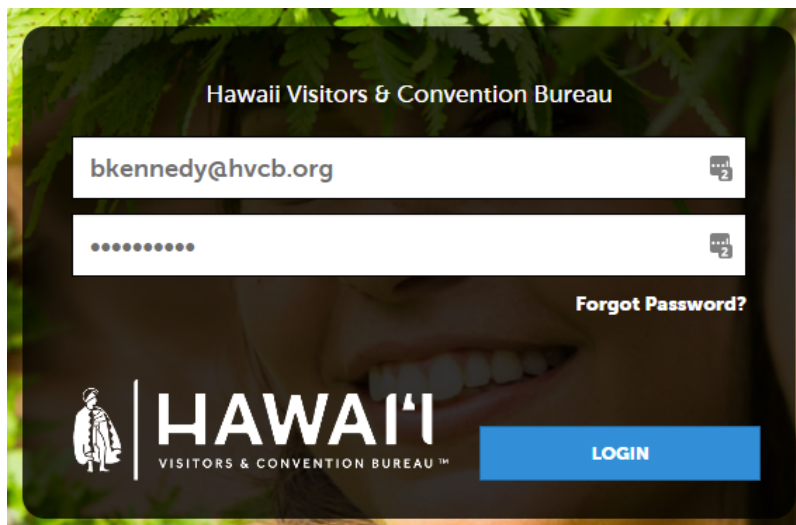




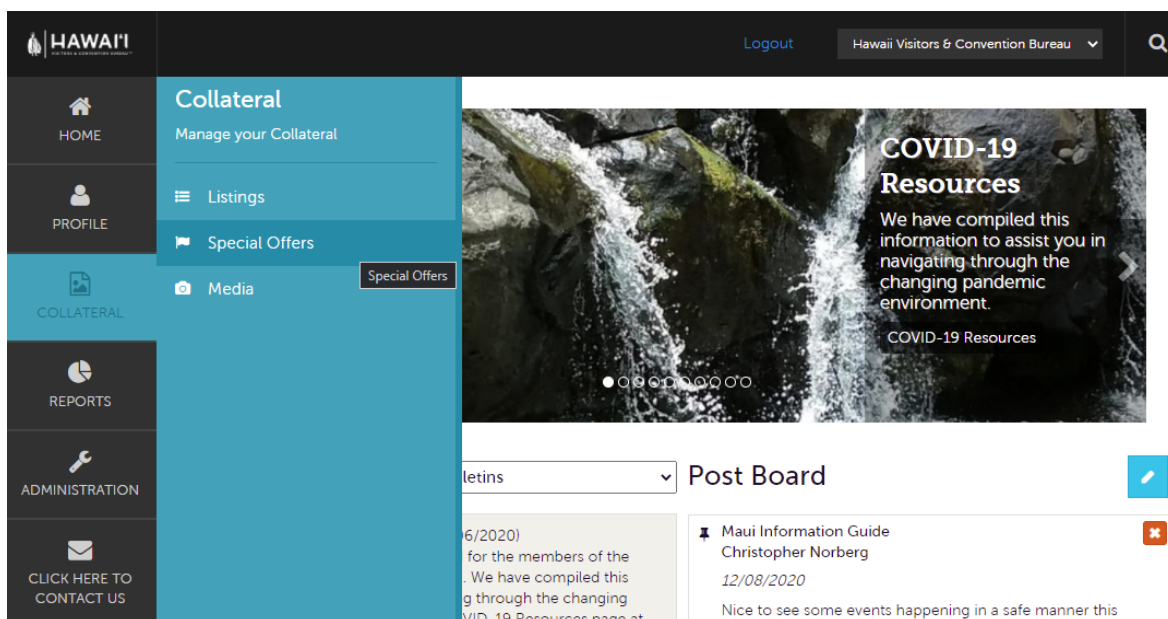
We invite you, our HVCB members, to market direct to consumers by submitting an exclusive offer that will be hosted on our new destination app.

To submit your offer, log in to Extranet at <http://www.hvcb.org/update>. If you need to reset your login information, there is a Forgot Password link on the sign in page.

If you cannot log in or reset your password, you might not have Extranet access yet. Contact us at [membership@hvcb.org](mailto:membership@hvcb.org) and we can update your record.



When you're logged in, go to Collateral in the menu on the left, and then Special Offers.



You'll start by clicking the Add Offer button.

The screenshot shows the 'Offers' management interface. On the left is a dark sidebar with navigation links: HOME, PROFILE, COLLATERAL, REPORTS, ADMINISTRATION, and a contact link. The main content area has a top header with 'HAWAII' logo, 'Logout', and 'Hawaii Visitors & Convention Bureau'. Below the header, the title 'Offers' is displayed. A filter section shows 'Filters (0)' with a 'Manage Filters' link and an 'Account is one of:' dropdown set to 'CHOOSE'. An 'APPLY FILTERS' button is present. Below this is a blue 'ADD OFFER' button with a mouse cursor hovering over it. A table below the button has columns: Actions, Offer Title, Redeem From, Redeem To, Post From, and Post To. The table is currently empty, showing 'No Records Were Found'. Pagination controls at the bottom indicate 'Page 1 of 1' and 'Go to Page: 1'.

For the Offer Category, select Consumer Special Offer.

This screenshot shows the 'Offer Categories' dropdown menu. At the top, a text box explains: 'Consumer Coupon Offers appear in the Hawaii destination app. Travel Trade Special Offers are meant for travel agents to use, and appear on Agents.Gohawaii.com.' Below this, the label 'Offer Categories: ◀Required' is shown. The dropdown menu is open, displaying three options: 'CONSUMER SPECIAL OFFER' (highlighted in grey), 'Travel Trade Special Offer', and 'Consumer Special Offer' (highlighted in blue with a checkmark and a mouse cursor hovering over it).

Complete the Offer Title, a link to more information about the offer or how to redeem it, and a description of the offer.

The screenshot shows the 'New Offer' form in the Hawaii Visitors & Convention Bureau system. The header includes the Hawaii logo, a 'Logout' link, and a dropdown menu for 'Hawaii Visitors & Convention Bureau'. A sidebar on the left contains navigation links: HOME, PROFILE, COLLATERAL, REPORTS, and a 'CLICK HERE TO CONTACT US' link. The main content area is titled 'New Offer' and features a 'SAVE' button and a 'CANCEL' button. Below these buttons is a 'Sections:' list with links to 'Offer Information', 'Other Items', 'Offer Image', 'Offer Dates', 'Offer Categories', and 'Offer Listings'. The 'Offer Information' section is active and contains a text box with a disclaimer about the new Hawaii destination app. Below this are four required fields: 'Account' (a dropdown menu with '--Choose One--'), 'Offer Title', 'Offer Link', and 'Offer Text'.

**HAWAII**  
VISITORS & CONVENTION BUREAU

Logout Hawaii Visitors & Convention Bureau

HOME  
PROFILE  
COLLATERAL  
REPORTS  
CLICK HERE TO CONTACT US

## New Offer

**SAVE**  
**CANCEL**

**Sections:**

- [Offer Information](#)
- [Other Items](#)
- [Offer Image](#)
- [Offer Dates](#)
- [Offer Categories](#)
- [Offer Listings](#)

### Offer Information

Consumer Coupon Offers will appear in the new Hawaii destination app launching early in 2021. Travel Trade Special Offers are available to members in the hotels, activities, attractions, tours, golf, restaurants, and car rentals categories, and will appear on the agents.gohawaii.com website.

**Account:** ◀Required  
--Choose One--

**Offer Title:** ◀Required

**Offer Link:** ◀Required

**Offer Text:** ◀Required

You can also enter any restrictions or redemption instructions like black-out dates or special codes. Then for the Island field, choose the islands the offer is related to.

The screenshot shows the 'Other Items' section of the 'New Offer' form. It features a text box with the instruction 'Choose the islands associated with your membership.' Below this are two required fields: 'Restrictions / Redemption Instructions' (a text area) and 'Island(s)' (a dropdown menu with the text 'CHOOSE AMONG THE FOLLOWING...').

### Other Items

Choose the islands associated with your membership.




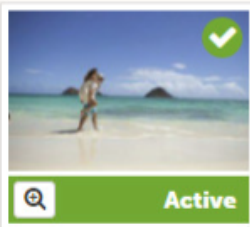
**Restrictions / Redemption Instructions:**

**Island(s):** ◀Required  
CHOOSE AMONG THE FOLLOWING...

Next, choose an image that you would like to appear with the offer details. Note: You can't upload a new image from this page. Upload your image first through Collateral, then Media, and then you can select it here.

### Offer Image

Select an image



The Redeem From and Redeem To dates are the dates that the offer is valid. Post From and Post To are the dates that the offer should appear in the destination app.

### Offer Dates

Redeem dates are the dates that the offer is valid. Post dates are the dates that the offer should be visible in the app or on the website.

|                               |                             |
|-------------------------------|-----------------------------|
| <b>Redeem From:</b> ◀Required | <b>Redeem To:</b> ◀Required |
| <input type="text"/>          | <input type="text"/>        |
| <b>Post From:</b> ◀Required   | <b>Post To:</b> ◀Required   |
| <input type="text"/>          | <input type="text"/>        |

For Offer Listings, select your GoHawaii.com listing.

Offer Listings

*For both Consumer Coupon Offer and Travel Trade Special Offers, choose your Gohawaii.com listing.*

Offer Listings: Required

HAWAII VISITORS & CONVENTION BUREAU (GOHAWAII.COM LISTING: SERVICES: GENERAL BUSINESS) ▾

- Hawaii Visitors & Convention Bureau (Membership Directory: Services: General Business)
- Hawaii Visitors & Convention Bureau (MeetHawaii.com Listing: MeetHawaii/MPG: Business & Financial Services)
- Hawaii Visitors & Convention Bureau (GoHawaii.com Listing: Services: General Business) ✓**
- Hawaii Visitors & Convention Bureau (Printed Meeting Planners Guide: MeetHawaii/MPG: Business & Financial Services)

When you've completed all of the information, click Save, and you're done.

Visitors & Convention Bureau

HOME

PROFILE

COLLATERAL

REPORTS

# New Offer

**SAVE**

**CANCEL**

Sections:

- [Offer Information](#)
- [Other Items](#)
- [Offer Image](#)
- [Offer Dates](#)
- [Offer Categories](#)

Offer Information

*Travel Trade Special Offer discounts, submitted by n*

**Account:** Required

HVCB

**Offer Link:** Required

For questions or more information, contact the Membership Department at 808-924-0267 or [membership@hvcb.org](mailto:membership@hvcb.org).