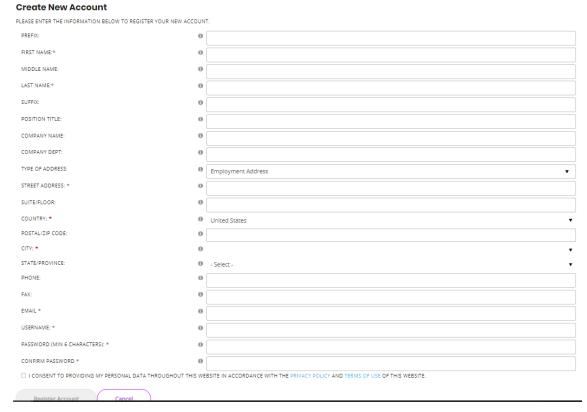
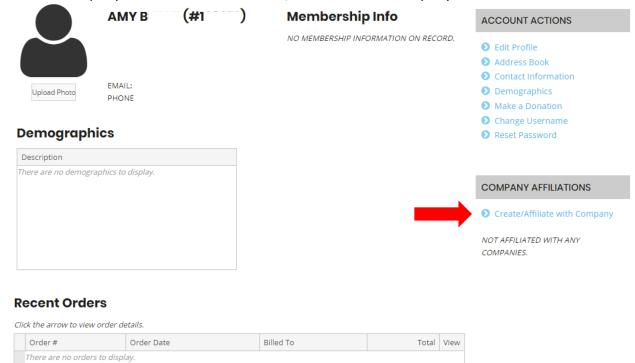


IGLTA Membership Profile Activation Guide

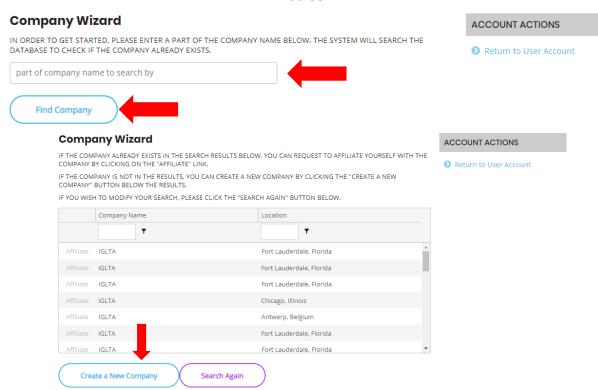
2. Complete the account profile form. Any field with an asterisk (*) is required for the system. Accept the privacy policy and terms of use and click "Register Account" when complete.



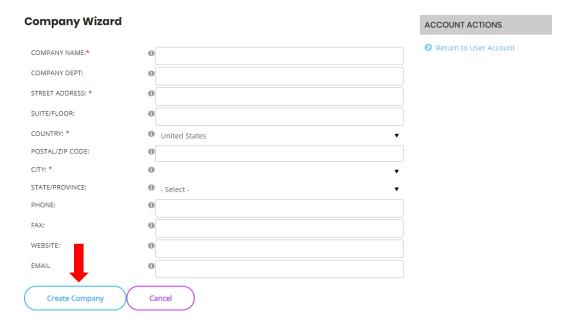
3. Under "Company Affiliations" click "Create/Affiliate with a Company".



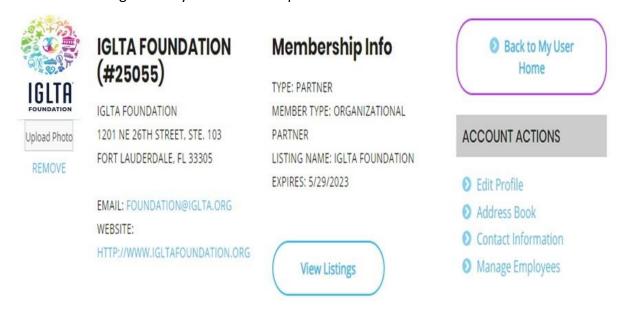
4. Search for your company. When it pulls no results click "Create New Company" at the bottom of the screen.



Any field with an asterisk (*) is required for the system. Accept the privacy policy and terms of use and click "Register Account" when complete.



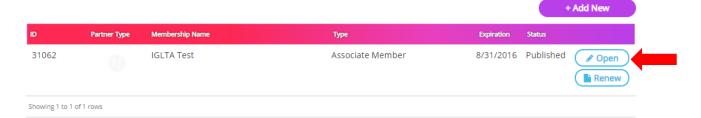
- 5. After creating your company profile, navigate to "View Listing".
- 6. Click "View Listing" below your membership information."



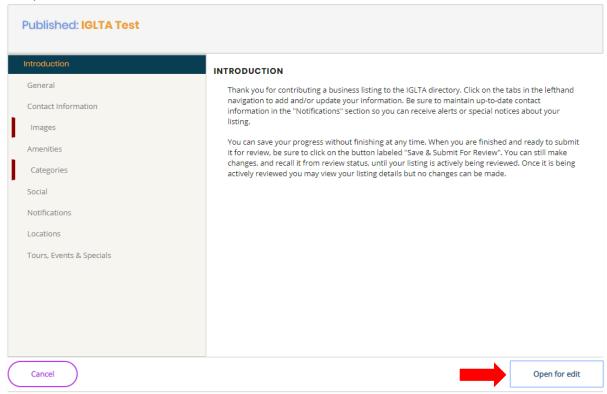
7. Select "Add New" and purchase your membership.



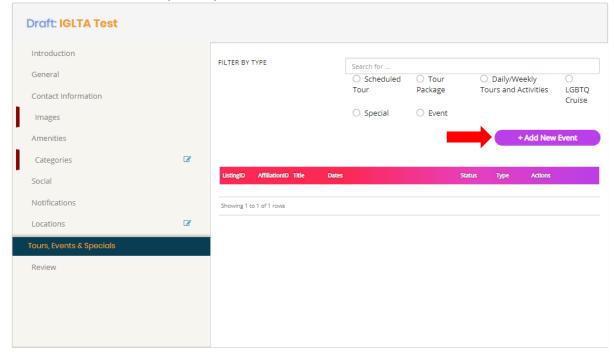
- 8. Select your appropriate membership type and proceed to the payment page, where you will enter payment. If you require an invoice, please email membership@iglta.org.
- 9. Click "My Account" at the top of the page and navigate back to "View Listings".
- 10. Click "Open" to create your company's public listing on the IGLTA website.



11. Click "Open for Edit"



12. To add an event, tour or special, please click on that tab. Select "+Add New Event".



13. Your listing will be reviewed and either approved or returned for updates.

Company Wizard

ACCOUNT ACTIONS

Your affiliation request has been emailed to the company administrator(s) for approval. You may return to your user home page.

Return to User Account