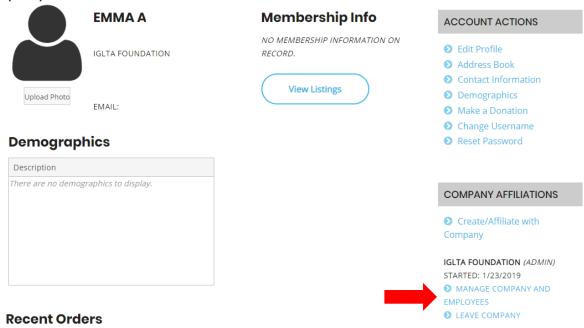
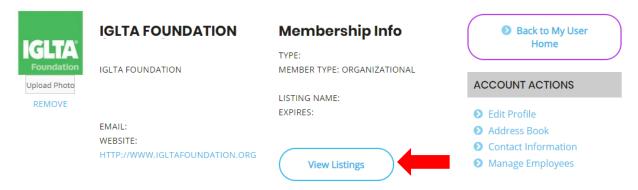
- 1) Login to your account (<a href="https://www.iglta.org/register">https://www.iglta.org/register</a>):
  - a) Enter your username or password
  - b) Activate your account (if you already have an IGLTA profile but do not have a username or password in the new system). (See Separate Guide).
  - c) Establish your account (if you do not have an IGLTA profile). (See Separate Guide).
- 2) Navigate to your profile. Click Under "Company Affiliations" click "Create/Affiliate with a Company".



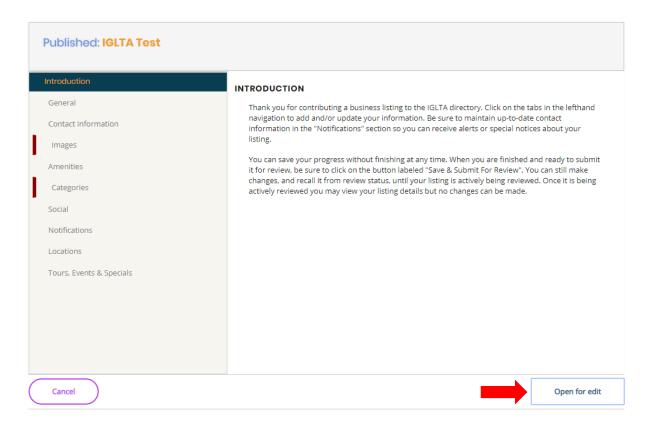
3) Click "View Listings".



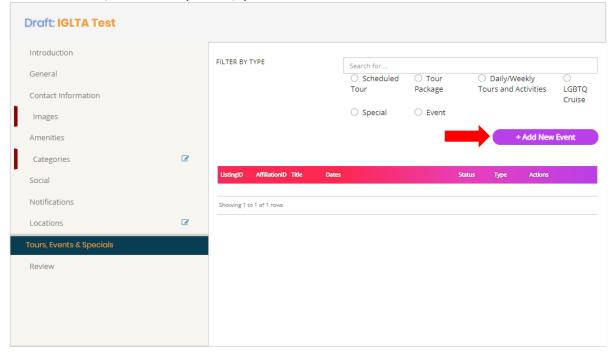
4) Click "Open" to edit your company's public listing on the IGLTA website.



5) Click "Open for Edit"



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



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