

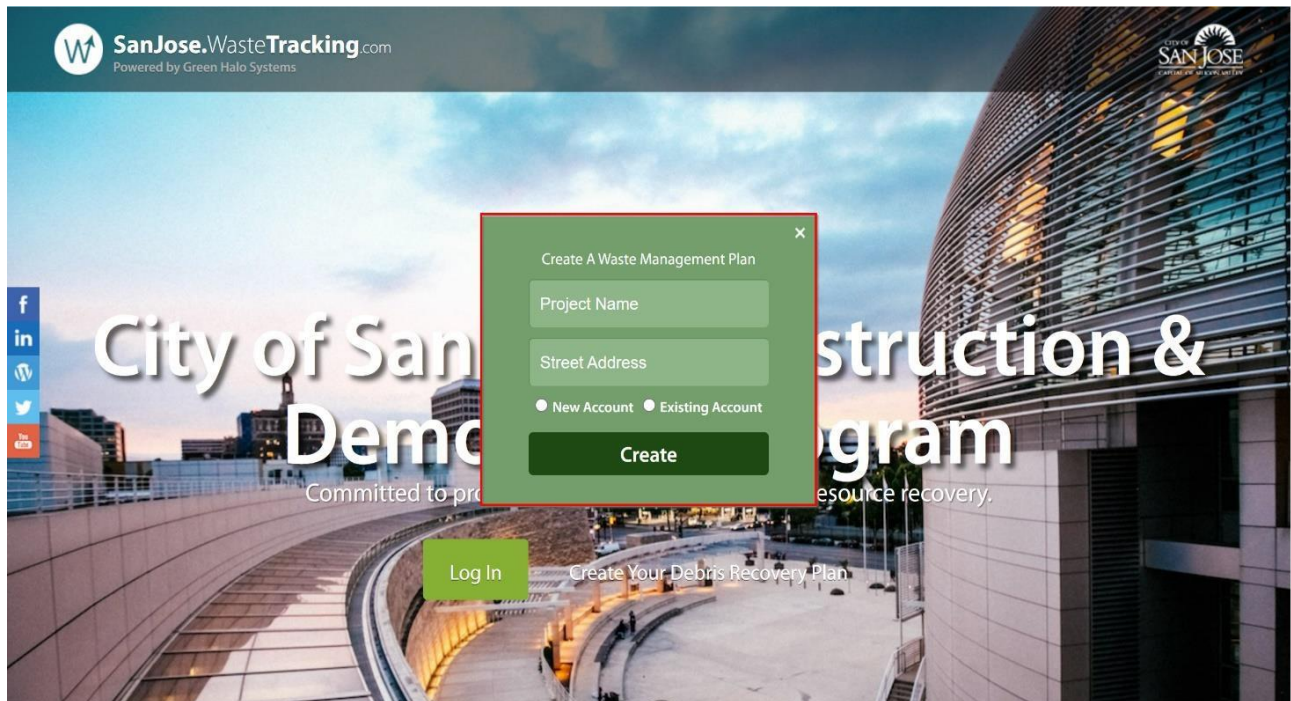
Green Halo Systems User Guide

Creating an Account:

Step 1. Go to the <https://sanjose.wastetracking.com/> and click the green button titled “Create Your Debris Recovery Plan.”

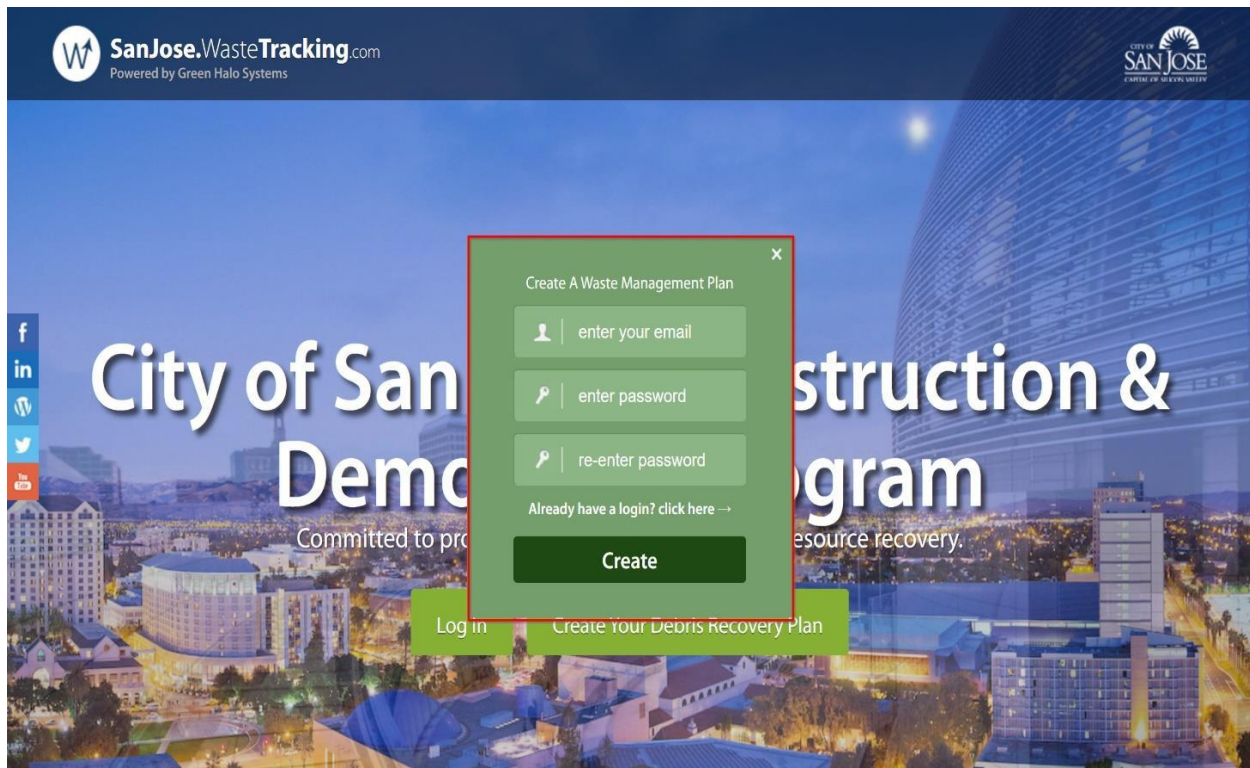


Step 2. Fill in your Project Name and Street Address for your project. Then select either New Account if this is your first time using Green Halo or Existing Account if you already have a Green Halo account. Then click on “Create”.



Note: For Existing Account users, after you enter your Project Name and Street Address, you can proceed to login to your account and SKIP STEPS 3-7 below.

Step 3. Enter your email and confirm your password, and then click “Create.” This will start your Waste Handling Plan setup.



Step 4. By default, the FREE Project Tracker account is selected. Click “Next Step” to continue.

Create Your Account

1 SELECT PLAN

2 ENTER COMPANY INFO





3 ENTER PAYMENT INFO

4 CONFIRM & SUBMIT

[BACK](#)

[NEXT STEP](#)

Please select your plan
4 Month Minimum Subscription

 FREE <input checked="" type="radio"/>	 \$29 + \$24 for each active project PER MONTH <input type="radio"/>	 \$129 + \$19 for each active project PER MONTH <input type="radio"/>	 \$329 + \$15 for each active project PER MONTH <input type="radio"/>
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Note: The FREE Project Tracker account allows you to create unlimited Waste Handling Plans and upload unlimited weight tickets. This account can handle small to large projects. If needed, there are other account types suited more for LEED projects and more advanced reporting.

Step 5. Fill out Log In Profile and User Profile. Then click "Next Step".

Create Your Account

1 SELECT PLAN2 ENTER COMPANY INFO3 ENTER PAYMENT INFO4 CONFIRM & SUBMIT

BACKNEXT STEP

Please complete the following information to create your account.

Log In Profile

Email*

Confirm Email*

Password*

Confirm Password*

User Profile

First Name*

Last Name*

Position* *Selection Required*

Company Name*

Company Website*
 I do not have a website

Address Line 1*

Address Line 2

Zip*

Phone* - - ext.

How you heard about us* *None Selected*

BACKNEXT STEP


Step 6. Click “Confirm,” if the information on the screen is correct.

Create Your Account

1 ✓ SELECT PLAN2 ✓ ENTER COMPANY INFO3 ✓ ENTER PAYMENT INFO4 CONFIRM & SUBMIT

BACKComplete RegistrationCONFIRM

Company Name	<i>Green Halo Systems</i>
Web Site	<i>greenhalosystems.com</i>
First Name	<i>Green</i>
Last Name	<i>Test</i>
Position	<i>Contractor</i>
Email	<i>greentestyes@gmail.com</i>
Phone Number	<i>888-525-1301</i>
Address	<i>12345 Green Test</i>
Zipcode	<i>12345</i>
How you heard about us	<i>City,County-or-State</i>



FREE

PROJECT
TRACKER

Log In Profile

User Name *greentestyes@gmail.com*

Password [view](#)

BACKCONFIRM

Note: If the information is incorrect, click the “Back” button to edit your information.

Step 7. Verify and activate your account by via email activation link.

Welcome to Green Halo!



Thank you for creating your Green Halo Account!

To start using your Account, you must [verify your Email Address](#). You should receive an Email from Green Halo within the next 10 minutes. Simply [click on the link in the e-mail to activate your Account](#) and start using Green Halo.

If you do not receive the Email within 10 minutes, [please click here](#) to send the e-mail again, or [contact Green Halo](#).

Note: Please check your spam/junk folder for your activation link from no-reply@greenhalosystems.com