



GROUP REGISTRATION & GROUP RATES

Thank you for your interest in registering a group to the Greenbuild International Conference + Expo! We offer both a group registration feature as well as group rates on selected passes.

Group Rates

Group rates are based on the following tiered structure:

5-9 attendees: Save 10% per person

10-19 attendees: Save 15% per person

20+ attendees: Save 15% per person*

The percentage discount is only valid on the following two packages: the “Learning” Package and the “Greenbuild @ Home” Package. All registrations must be completed and paid for at the same time via the online registration tool. Adding additional individuals to a group at a later date will not qualify for the group rate, so its important to submit all of your group rate registrations at the same time. To register your group and take advantage of the group rates, please follow the prompts below under “Group Registration”.


Group Registration


To register your group, begin at <https://informaconnect.com/greenbuild/>, where you will enter the email address for the first registrant:

A screenshot of a web form titled 'Register or Login' in blue text. Below the title, it says 'Start a new registration or view your existing registration details by entering your email address below.' There is a text input field with the placeholder 'Enter email'. Below the input field is a green button with the word 'NEXT' in white capital letters. The form is set against a background of a modern building and trees.

If you are a returning user, you will be prompted to enter your password which will prepopulate your Profile with your personal information, once you have made any updates to your existing Profile, you can continue with the registration process. If you are a first-time registrant, you will continue

completing the Profile details, Business Details/Demographics and Package selection. **Remember, only the Learning Package and the Greenbuild @ Home Packages qualify for the group discount.**

Once you have reached the [Order Review](#) page, select the  button to add the next participant. You will complete the same steps as noted above, completing the Profile page, filling out the Business Details/Demographics and then selecting the pass of interest. Continue this process until you have registered your group. Once you have completed entering each of the registrants, you can

review each entry by looking over the [Financial Summary](#) for each record. Select  to process a single credit card payment for your group registration. You will receive a confirmation/receipt for your payment once you have submitted your payment.

Registration Terms

Paid Greenbuild tickets are non-refundable, however, you can transition to a virtual pass at any time with no penalty. Alternatively, you may transfer your registration to another member of your organization with a letter identifying the person taking your place or choose to roll your registration over to the following year. Substitution requests and roll overs are subject to a \$49 processing fee and must be received at least 30 days in advance of the event. Submit your substitution request to registration@greenbuildexpo.com.

*Additional benefits to registering a group of 20+ attendees include:

- The use of a meeting room for up to 2 hours for a staff meeting. Once you have registered your group, contact us at infor@greenbuildexpo.com to schedule your meeting room.
- Five attendees from your group will receive a free VIP upgrade, which includes preferred seating at the keynotes and access to the VIP lounge, a **\$1,000 value**. Once you have registered your group, we will contact your group registration coordinator so that the VIP designations can be assigned.