

# HOW TO ACCESS YOUR CONVENTION TICKETS

1) Go to the Registration website, either from the link on WSB:



The screenshot shows a website interface for the WSB G16 Convention. On the left, there is a logo for 'WSB CONVENTION 2016' at the 'SAN JOSE CONVENTION CENTER'. To the right of the logo, the text reads: 'WSB G16: CONVENTION of BUILDERS! January 28 - 31, 2016 - San Jose, CA'. Below this, it states: 'The 2016 WSB annual convention has been announced! Convention will be held at The San Jose Convention Center, 150 West San Carlos St, San Jose, CA 95110. Registration is now open!'. Further down, there is a section for 'Poster' with links for 'G16 Convention Poster (8.5"x11")\*\*NEW\*\*', 'NLG Run - Personal (8.5"x11")', 'NLG Run - Per/MD/SMD (8.5"x11")', and 'Leading to the Meeting Contest'. On the right side of the page, there is a vertical menu with buttons for 'REGISTER', 'BOOK HOTEL', 'POSTER', and 'VIDEO'. The 'REGISTER' button is circled in red.

-OR- from your confirmation email.

Your registration for the 2016 WSB Convention from January 29 - 31, 2016 has been **confirmed**. Please save this email for future reference.

**Each participant must present a ticket with barcode to gain entry to the event, either on paper or on their mobile device.**

**Each barcode only allows one entry per scan.**

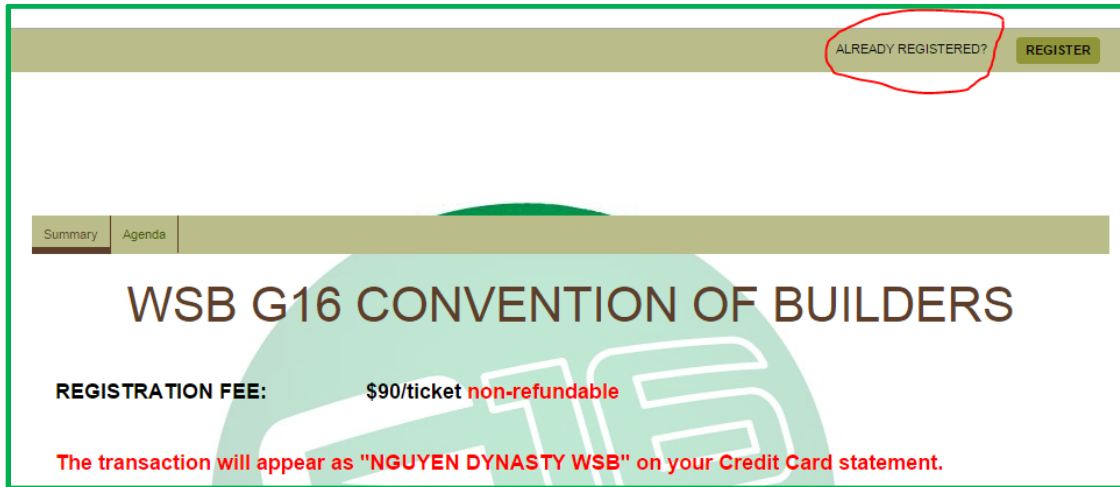
**Keep the ticket(s) in a safe place as you would regular tickets.**

**We recommend that you do not print the tickets until immediately prior to the event. To prevent others from printing the tickets and potentially using them without your consent, please also refrain from sharing your confirmation number or forwarding this email.**

**WSB is not responsible for any inconvenience caused by unauthorized duplication, which may prevent your admittance to the event. In the event duplicate copies appear, WSB reserves the right to refuse entry to all ticket holders.**

Click here to modify your registration information, access your tickets, OR to add more tickets (**confirmation number must be entered**) : [Click here to view the event summary](#)

2) If from WSB link, click “Already Registered” at top right corner.



3) This screen will pop up whether from the link, or from confirmation email.  
Login with your confirmation number and email.



If you forgot your confirmation number, you may request it to be emailed to you.

### ENTER YOUR EMAIL ADDRESS

If you are registered for this event or registered on behalf of someone else, enter your information and an email with any associated confirmation numbers will be sent to you.

\*Email Address:

***If you registered under the wrong email, please email Kim Khong ASAP at [kkhong@worldsystembuilder.com](mailto:kkhong@worldsystembuilder.com) to correct the error.***

- 4) Once you're logged in, click ACCESS MY TICKETS. From here, you can print them, screenshot them, or show them from your phone to be scanned.  
**We recommend you to screenshot each ticket to prevent issues with internet connection.**



**OPTIONAL:** If you have purchased multiple tickets, and want to add individual guest names, you may do so by clicking "MODIFY REGISTRATION" above. Please note, names are *not* necessary as we will be scanning barcodes only and not checking IDs.

**MODIFY REGISTRATION/ADD TICKETS**

To modify details, click on "Information" for the appropriate person. Click NEXT to review and FINISH on the next page to submit your changes.

Please note Additional Guests/Tickets are **not confirmed** until the additional payment has been submitted. **Please click NEXT on this page to submit payment.**

Name	Modify
(Primary Registrant)	Information   :-
(Guest 01)	Information   :-
(Guest 02)	Information   :-

**ADDITIONAL TICKETS**

If you would like to purchase additional tickets, please enter below.

\*First Name:

\*Last Name:

Agent Code:

**Make sure to click "Next" and FINISH to save your changes.**

ADD ANOTHER GUEST

CANCEL   **NEXT ►**

\* I agree to the Terms and Conditions

◀ PREVIOUS   CANCEL   **FINISH**