

Applicant Guide

Creating Sonoma County Green Halo Account

Manual Account Setup

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



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.

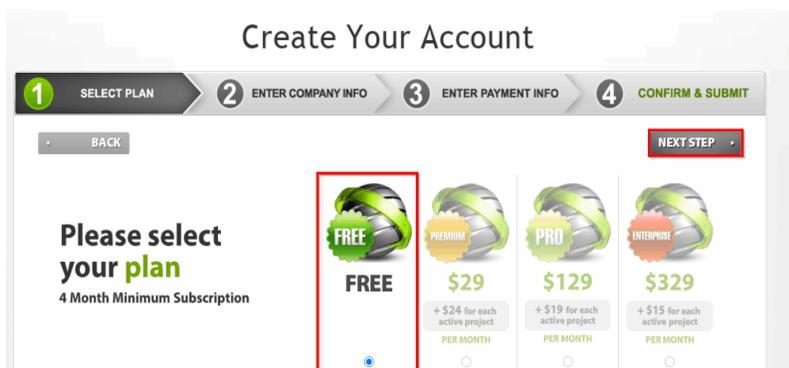
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Step 3. Enter your email and confirm your password, and then click “Create.” This will start your Waste Management Plan setup.



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



Note: The FREE Project Tracker account allows you to create unlimited Waste Management 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.

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

Create Your Account

1 SELECT PLAN 2 ENTER COMPANY INFO 3 ENTER PAYMENT INFO 4 CONFIRM & SUBMIT

BACK NEXT 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*

Company Name*

Company Website*

Address Line 1*

Address Line 2

Zip*

Phone* - - -

How you heard about us*

BACK NEXT STEP

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

The screenshot shows a web form titled "Create Your Account" with a progress bar at the top indicating four steps: 1. SELECT PLAN, 2. ENTER COMPANY INFO, 3. ENTER PAYMENT INFO, and 4. CONFIRM & SUBMIT. The current step is Step 4. The form is titled "Complete Registration" and features a "BACK" button on the left and a "CONFIRM" button on the right. The main content area contains a table of registration details, a "Log In Profile" section, and another "CONFIRM" button at the bottom right.

Company Name	Santos Construction
Web Site	
First Name	Bea
Last Name	Santos
Position	Contractor
Email	bsantos.wt13@gmail.com
Phone Number	480-555-5555
Address	543 4th St.
Zipcode	95476
How you heard about us	City,County-or-State

Log In Profile

User Name *bsantos.wt13@gmail.com*

Password *view*

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

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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