

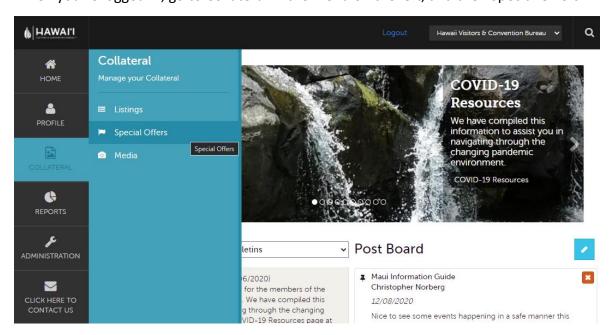
We invite you, our HVCB members, to market direct to consumers by submitting an exclusive offer that will be hosted on our new destination app.

To submit your offer, log in to Extranet at http://www.hvcb.org/update. If you need to reset your login information, there is a Forgot Password link on the sign in page.

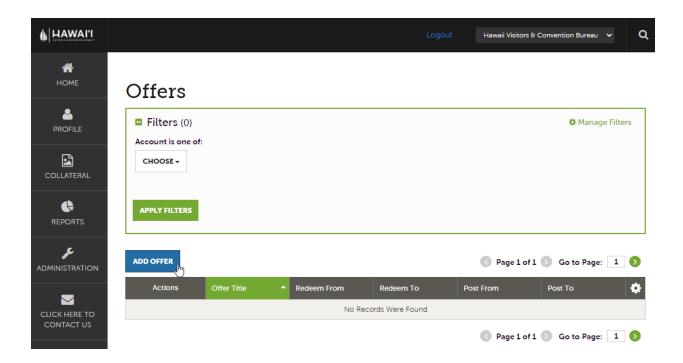
If you cannot log in or reset your password, you might not have Extranet access yet. Contact us at membership@hvcb.org and we can update your record.



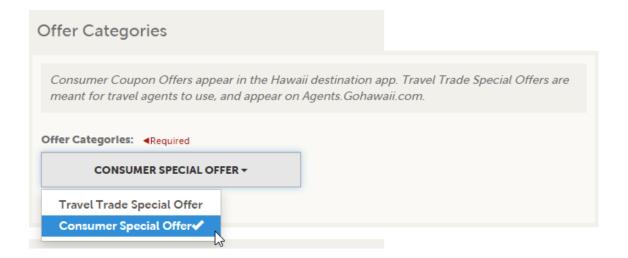
When you're logged in, go to Collateral in the menu on the left, and then Special Offers.



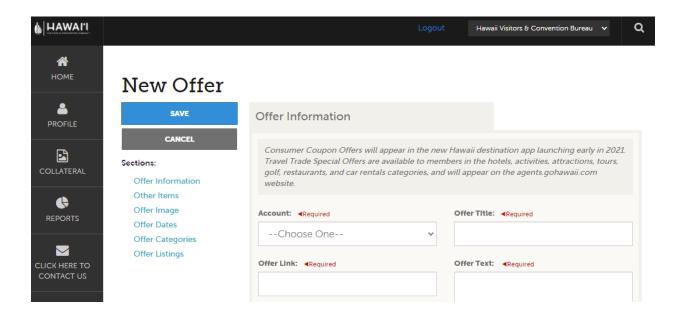
You'll start by clicking the Add Offer button.



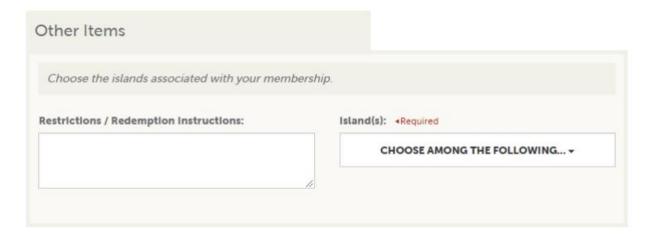
For the Offer Category, select Consumer Special Offer.



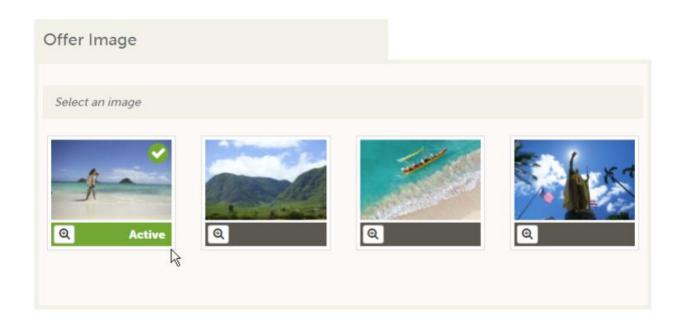
Complete the Offer Title, a link to more information about the offer or how to redeem it, and a description of the offer.



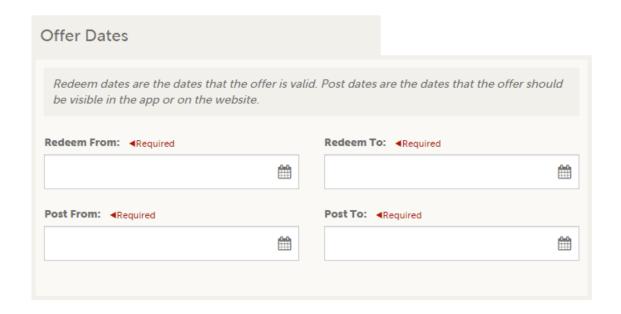
You can also enter any restrictions or redemption instructions like black-out dates or special codes. Then for the Island field, choose the islands the offer is related to.



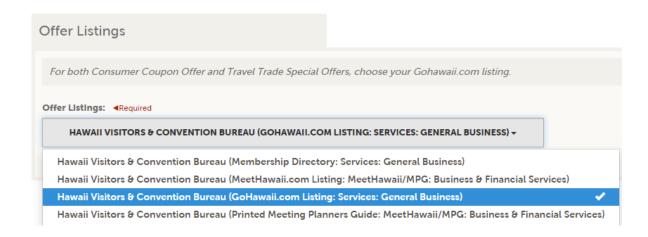
Next, choose an image that you would like to appear with the offer details. Note: You can't upload a new image from this page. Upload your image first through Collateral, then Media, and then you can select it here.



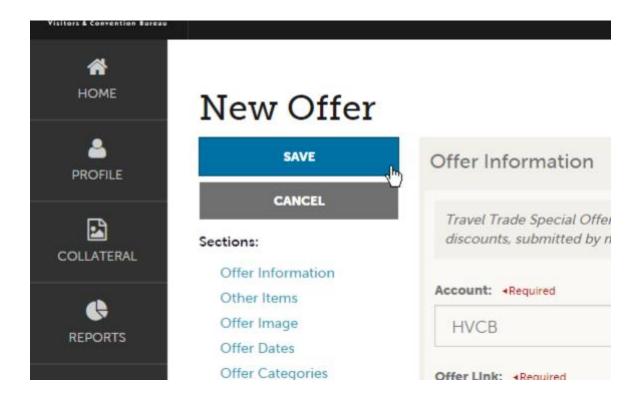
The Redeem From and Redeem To dates are the dates that the offer is valid. Post From and Post To are the dates that the offer should appear in the destination app.



For Offer Listings, select your GoHawaii.com listing.



When you've completed all of the information, click Save, and you're done.



For questions or more information, contact the Membership Department at 808-924-0267 or membership@hvcb.org.