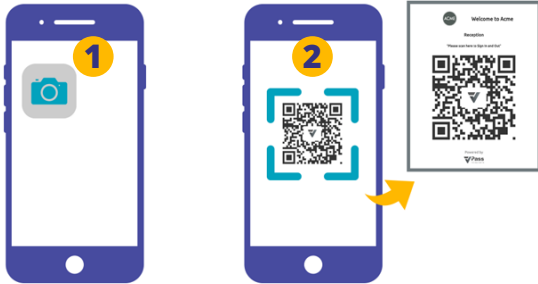
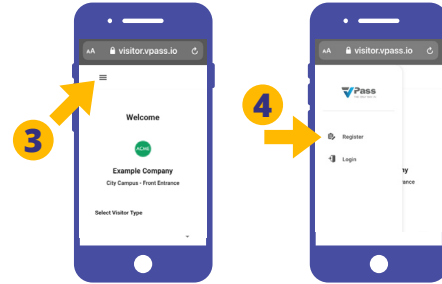


# How to Create a VPass Profile

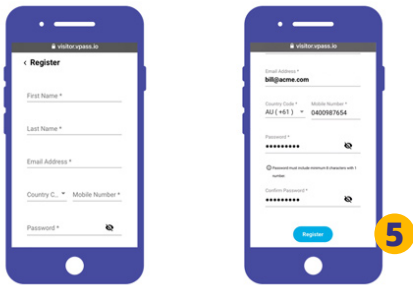
Allows for easier future sign ins



1. Open your phone's camera and scan the QR code poster (2).



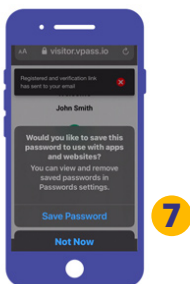
3. Tap the menu icon in the top left (three horizontal lines), then select *Register* (4).



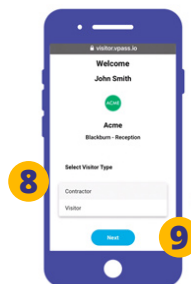
Enter your details and tap *Register* (5).



6. You will receive a welcome email where you need to verify your email address.

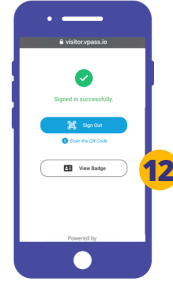
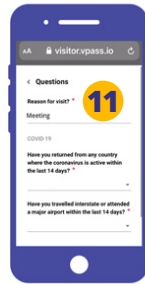
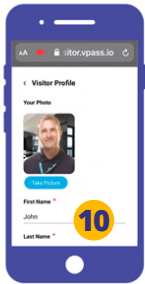


7. Create and save a *Profile* password.  
After touching *Register*, save the password for easier future sign ins.



Now that your Profile has been created, you are ready to start the actual sign in at the premises you are visiting.  
8. Select the relevant *Visitor Type* and touch the *Next* button (9).

# How to Create a VPass Profile

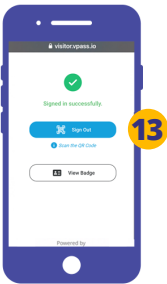


Complete the sign in *Form* for today's visit.

The following page(s) may ask for additional information, although your *Profile* details created in the earlier steps will prefill (10). Fill out any additional questions relevant to your visit today (11).

**12.** You are now signed in!

Tap the *View Badge* button to display your virtual badge.



Sign Out

**13.** To sign out, tap the blue *Sign Out* button and again scan the VPass QR code poster.