



## TANGERINE ONLINE Traveler Quick Start Guide

### GET STARTED - CREATE A TRAVELER PROFILE

Access [Request Credentials](#) form and *Submit*

- User name and login link will be sent via welcome email
  - **NOTE:** Email will arrive from "notification@gtp-marketplace.com"- Check Other or Junk Folder
- You will be prompted to change your first-time password

### LOG IN

Once you have your credentials go to:

[www.atriis.app/signin](http://www.atriis.app/signin)

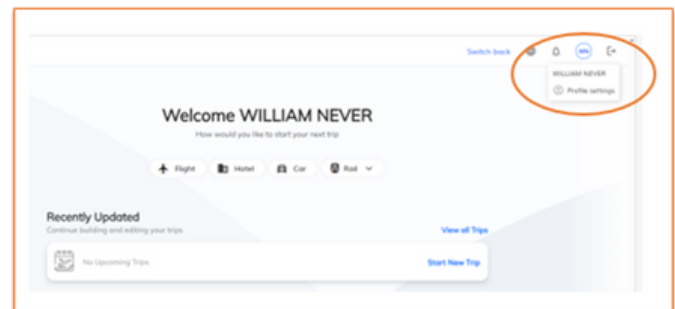
- Enter your user name (email) & password
- Select *Log in*

### UPDATE TRAVELER PROFILE

Select Your User Icon

- Add the required information
  - Full name as it appears on credentials, date of birth, cell phone, etc
- For detailed instructions on How To Update Your Profile, click [here](#) or visit

#### User Icon

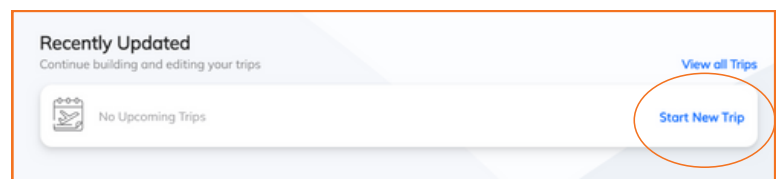


### START BOOKING

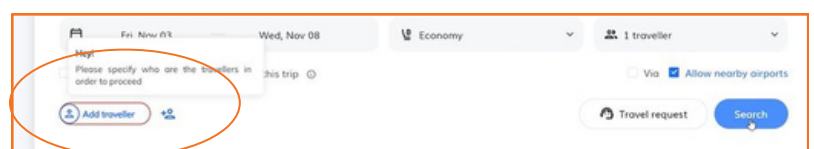
Click on *Start a New Trip*

- Select type of travel - Air, Hotel, or Car
- Enter search parameters
- Click Search to proceed

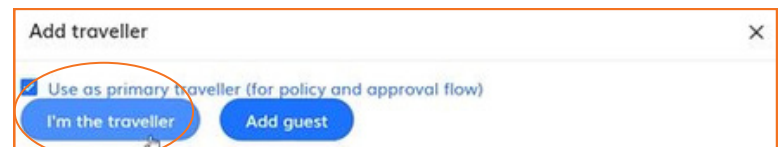
#### Start a New Trip



#### Search + Add Traveler



**NOTE:** Travel Arrangers, please follow the instructions for Search + Add Traveler before moving to the next step.



## NOTICE:

You will be prompted to update your profile if required fields are missing.  
Visit "How to Update Profile" for more information

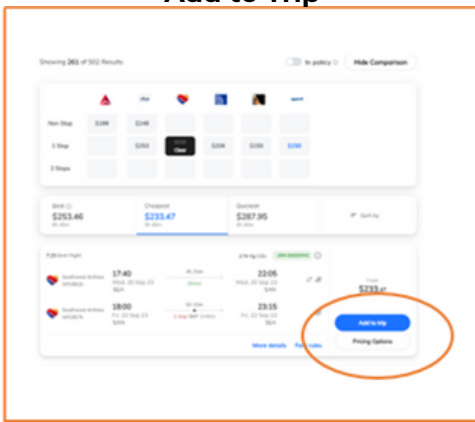
 Please fill all required fields which are marked

Save Contact Information

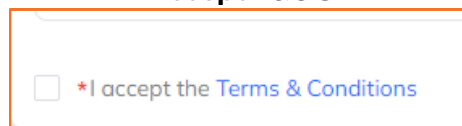
## COMPLETE YOUR BOOKING

- Make your selections and *Add to Trip*
- *Proceed to Checkout* or *Add More Services*
- *Accept the Terms & Conditions for each - Air, Car, & Hotel*
- Proceed to Checkout

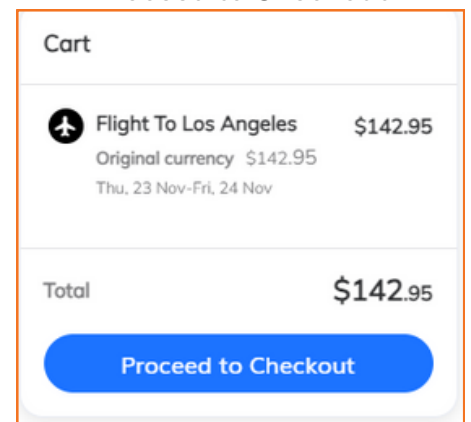
### Add to Trip



### Accept T&C'S



### Proceed to Checkout



### Switch Back to Old UI

## SWITCH TO OLD UI ANYTIME



## Tangerine Travel, Ltd.

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1-800-678-8202

Online Booking Help Desk:  
onlinesupport@tangerinetravel.com (M-F)