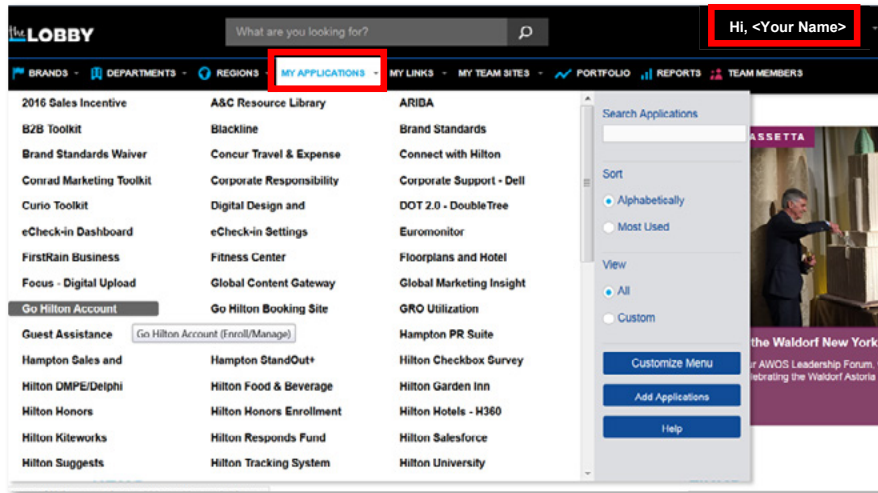


GO HILTON OWNER ENROLLMENT

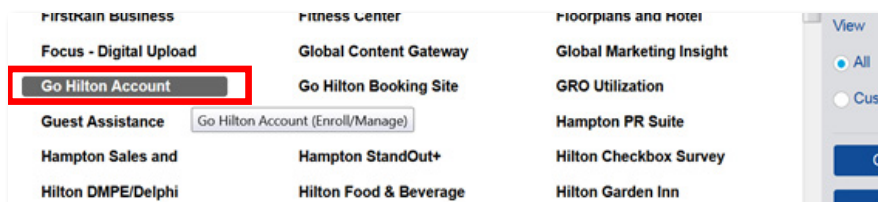
ACCESSING GO HILTON ACCOUNT

1. Log into *the Lobby* at Lobby.hilton.com.
(Don't have access to *the Lobby*? Go to Lobby.hilton.com, click on New Users and follow the prompts to set up your Hilton ID.)



the Lobby homepage

2. Click on **MY APPLICATIONS** in the menu bar at the top of the screen.
3. Click on **Go Hilton Account**



the Lobby My Applications drop down

You are now in your Go Hilton Account and can sign up for Team Member Hilton Honors benefits. If you have already signed up for Team Member Hilton Honors benefits in the Go Hilton Account application, please skip to the **Manage Family & Friends List** section of this Quick Reference Guide (QRG) for steps on managing your Family & Friends list.

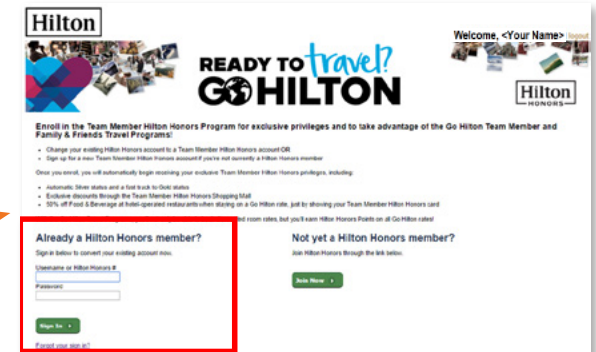
Note: Signing up for Team Member Hilton Honors benefits is a one-time step. Once you have completed this step, you will no longer see the **Enrolling in Team Member Hilton Honors** screen when you access the **Go Hilton Account** application.

ONE-TIME ACCOUNT LINKING PROCESS

1. Navigate to “**Already a Hilton Honors member?**” on the left side of the page.
2. Type in your Hilton Honors number or username and password.
3. Click **Sign In**.

Don't worry, you will maintain your Hilton Honors Diamond Owners status.

Completing this step simply allows you to access the Go Hilton Team Member benefits that are available to you as an owner.

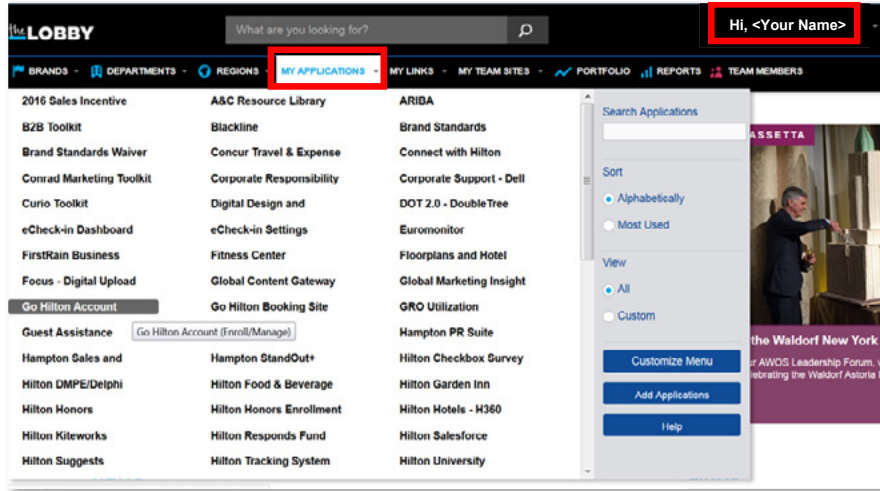


4. Your account is now linked, and you can access your Go Hilton benefits, including booking Team Member and Family & Friends rates. Please go to the **Manage Family & Friends List** section of this QRG for steps on managing your Family & Friends list.

MANAGE FAMILY & FRIENDS LIST

ACCESSING GO HILTON ACCOUNT

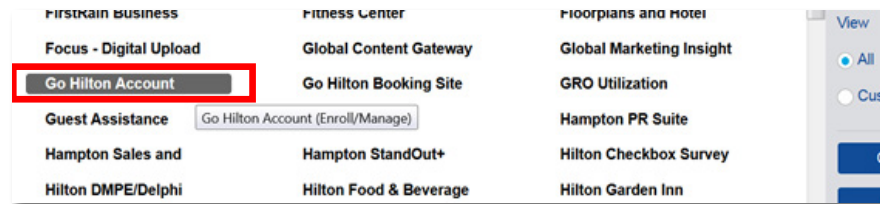
1. Log into *the Lobby* at Lobby.hilton.com.



the Lobby homepage

2. Click on **MY APPLICATIONS** in the menu bar at the top of the screen.

3. Click on **Go Hilton Account**



the Lobby My Applications drop down

4. You are now in your Go Hilton Account and can manage your Family & Friends list.

Follow the steps below to register the family and friends that you wish to allow to book Family & Friends Travel Program discounts.

You will need the following information from your family and friends to add them to your list:

- **Hilton Honors Account #: Family and friends must have a Hilton Hilton Honors Account #. They can sign up for a Hilton Honors account at www.joinhonors.com.**
- **First and Last Name: The names you enter must be exact matches to the names on your family members' and/or friends' Hilton Honors accounts.**

Complete the **required** fields for each individual that you wish to authorize to use the Family & Friends Travel Program:

- First Name
- Last Name
- Hilton Honors Account Number

Note: You may have up to 30 family and friends on the list at a time. The list may be updated at any point, so you can add or remove names as needed.



Family & Friends List: Enter each family member and/or friend you want to authorize.