

Green Halo Systems

Contractor User Guide

Adding Tickets:

Step 1. Once the project is approved, Click the approved tab on the home screen.

The screenshot displays the contractor user interface. At the top, there is a navigation bar with tabs: STATISTICS, SETTINGS, RECYCLER SEARCH, DICTIONARY, SUGGESTIONS, REPORT BUG, and LOG OUT. Below this is a section for 'MY PROJECTS LIST' with options to 'ADD ANOTHER PROJECT' and 'HOW TO CREATE A PLAN', along with a search bar and a 'FIND' button. The main navigation area shows several tabs: Overview (selected), In Progress (1), Submitted (0), Approved (27) (highlighted with a red box), Final (0), and Completed (86). The 'Approved (27)' tab is active, showing a table of project status and overview.

PROJECT STATUS AND OVERVIEW	
Active and Approved Waste Management Plans	27
Waste Management Plans in Progress	1
Waste Management Plans Pending Approval	0
Waste Management Plans Submitted for Final	0
Waste Management Plans Completed	86

Note: if project is still In Progress, please submit the plan, then check if the plan moved to the Approved tab.

Step 3. Fill out the single ticket form from top to bottom. All details will be located on the weight tag. When you are done filling out all the details top to bottom, click the “Submit Ticket” button.

Ticket Type Recycle and Dispose
 Salvage and Reuse

Material *

Facility *

Hauled By *
(if you hauled this load yourself enter Self Hauling, otherwise please enter the name of the company that hauled this load)

Ticket # *

Ticket Image * (please make sure all tickets are legible to avoid rejection)
 No file chosen

Ticket Date *

Weight *

Unit of measure * Tons
 Cubic Yards
 Pounds

Percentage (what percentage of this ticket is for this project?)

Submitted By *

MULTIPLE TICKETS ENTRY FORM

Use this form to enter multiple ticket at one time. This form is only for **RECYCLING AND DISPOSAL TICKETS ONLY**, not for salvage and reuse.

Verify unit of measure for your ticket in tons, pounds or cubic yards. Entering the wrong unit of measure can result in your ticket or project being rejected.

Step 4. Select Reuse if the materials are being reused for the project. Then select the usage of how the material is being reused. After you select the usage option, fill out the form top to bottom. After you fill out the form click "Submit Ticket."

Enter Ticket Information PDF Image Separator

Ticket Type Salvage and Reuse
 Recycle and Dispose

Choose *

<input checked="" type="checkbox"/> Appliances	<input type="checkbox"/> Architectural Feature	<input type="checkbox"/> Bricks - Masonry Blocks
<input type="checkbox"/> Cabinets	<input type="checkbox"/> Carpet Padding/Foam	<input type="checkbox"/> Ceiling Tiles
<input type="checkbox"/> Concrete	<input type="checkbox"/> Counter Tops	<input type="checkbox"/> Dirt- Clean Fill
<input type="checkbox"/> Doors	<input type="checkbox"/> Electrical Equipment	<input type="checkbox"/> Fixtures and Hardware
<input type="checkbox"/> Furniture	<input type="checkbox"/> Hardwood Flooring	<input type="checkbox"/> Light Fixtures
<input type="checkbox"/> Molding	<input type="checkbox"/> Rock, Sand, Gravel & Inerts	<input type="checkbox"/> Sinks, Toilets, and Tubs
<input type="checkbox"/> Steel Beams and Framing	<input type="checkbox"/> Tile and Stone	<input type="checkbox"/> Windows
<input type="checkbox"/> Wood - Clean	<input checked="" type="checkbox"/> Other	

Usage * Donated
 Reused OnSite
 Salvaged for Reuse (for reuse elsewhere on another project)

Facility * C & K Salvage

Ticket # *

Ticket Image * (please make sure all tickets are legible to avoid rejection)
 No file chosen

Ticket Date *

Weight *

Unit of measure * Cubic Yards
 Tons
 Pounds

Verify unit of measure for your ticket in tons, pounds or cubic yards. Entering the wrong unit of measure can result in your ticket or project being rejected.

Percentage (what percentage of this ticket is for this project?)

Description

Add a description of how the materials were salvaged











Materials No file chosen (upload gif, jpeg, other images)
 No file chosen
 No file chosen
 No file chosen



Submitted By *

Step 5. Check the project to see if tickets are uploaded. The number next to “Add Tickets” is the number of tickets that have been uploaded.

1 **Smith Remodel** ([map](#))
10990 N Stelling Rd, Cupertino, CA 95014
GH Tracking #: [GH082-321-4256](#) Permit #:

Contractor: Green Halo Systems
Phone: 408-868-2992

 6.65 Recycled Tonnage	 0.35 Disposed Tonnage	 95% Inert Recovery (required 0.95%)	 0% Non-Inert Recovery (required 0.00%)	 95% Overall Diversion (required 65%)
 Add Tickets (1)	 Order Service	 Post for Sale	 Functions	 Submit for Final

Status:  Approved  Messages (0) Date Created: 12/13/21 Date Approved: 12/13/21 Days Active: 7

Note – When you are done adding tickets to the project, press the “Submit for Final” button to continue the project!