

## INSTRUCTIONS TO DOWNLOAD ATTENDIFY APP

- On your mobile device, click here to access the **Attendify** app or search for **Attendify** in the Apple App Store or Google Play Store
- Download the app
- Once downloaded, open the app and “**Allow**” Attendify to send you notifications, this will be one of the ways we can communicate any updates or announce departure of buses to and from the Home Offices
- Tap the button that says “**Have an event code?**” and type in “**green**” (case sensitive), then **WestRock Employee Green Game**
- Click on “**Join**”
- Enter your WestRock email address and create a password
- When you’re in the event:
  - Tap on the **GEAR** in the upper right corner to enter your contact information – this will allow other WestRock team members to contact you through the app.
  - Tap on the three lines in the upper left corner, then:
    - i. **PEOPLE** to view other event participants – you can text or email other participants right in the app
    - ii. **SCHEDULE** to view specific events such as CEO Steve Voorhees first pitch, game time and bus departures
    - iii. **PHOTO ALBUM** to upload photos of yourself and your team members to share with other WestRock employees