

VISITOR

MEDIA

BUYER

MEDIA BUYER

For Buyer, Media and Visitor Registration Manual

Ver. 1

Uploaded: 2023.08.01

Please refer to Page2 and confirm the relevant pages for you.

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Introduction | Which category should you register for?

Please refer to the list below and confirm the relevant pages to complete the registration that is necessary for you.

Participation categories / Attributes	Required Registration	Pages
<p>VISITOR</p> <p>Industry visitors who will NOT participate in the TEJ Business Meetings</p>	VISTOR REGISTRATION	JUMP
<p>BUYER</p> <p>Those who are participating in the TEJ Business Meetings as Buyer</p>	<p>BUYER REGISTRATION</p> <p>(1) VISITOR REGISTRATION (2) BUSINESS MATCHING INFORMATION REG.</p>	JUMP
<p>MEDIA</p> <p>Media personnel Who will NOT participate in the TEJ Business Meetings</p>	MEDIA REGISTRATION	JUMP
<p>MEDIA BUYER</p> <p>Media personnel who are participating in the TEJ Business Meetings as Buyer</p>	<p>MEDIA BUYER REGISTRATION</p> <p>(1) MEDIA REGISTRATION (2) BUSINESS MATCHING INFORMATION REG.</p>	JUMP

Introduction | TEJ Business Meetings

| People who can participate in the TEJ Business Meeting are as shown in the chart below.

Participants

SELLER

BUYER

*Exhibitor(Seller) ↔ Exhibitor(Seller・Buyer)
can also conduct business meeting.

Seller
also as
Buyer

Domestic
Exhibitors

Exhibitors handling
overseas visitors
to Japan

Overseas
Exhibitors

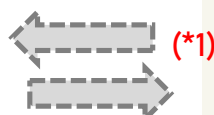
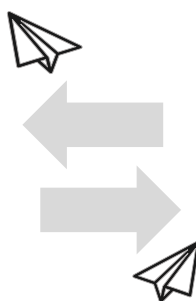
Travel Solution
2023 Exhibitors

Travel Agency
in Japan

Media Buyers

Cross Industry
Buyers

Global Buyers
*Travel Agency
from Overseas



- Registration for the business meeting is not as a “company unit” but as an “individual unit”. This will increase the accuracy of your business matching.
- The business meeting frame (= session schedule) can be set freely according to your own schedule during the exhibition. Please feel free to use your time for seminar auditing, networking, and also your break time (*2).
- After receiving an appointment request, you can choose to accept / decline the request (*3).

*1 Global Buyers are Buyers from companies outside Japan. Meeting counterpart are limited to Overseas Seller and Sellers of Travel Solution Exhibition.

*2 To apply for the subsidy for Buyers outside of Kansai area (limited to companies that are official members of JATA), you must hold at least 15 business meetings during the two days. Please be sure to establish more than 15 meeting appointments prior to the event.

*3 We highly recommend you to make every effort from an early stage to establish appointments with desired companies. Thank you in advance for your understanding.

VISITOR REGISTRATION

VISITOR

Industry visitors who will NOT participate in the TEJ Business Meetings

Follow the steps below to complete VISITOR REGISTRATION.

VISITOR REG.

Step 1

Enter Basic Profile

Step2

Confirm information entered, and register

Step3

Receive an automatic delivery email

Step4

Activate your account

Click the URL attached to the email

COMPLETED

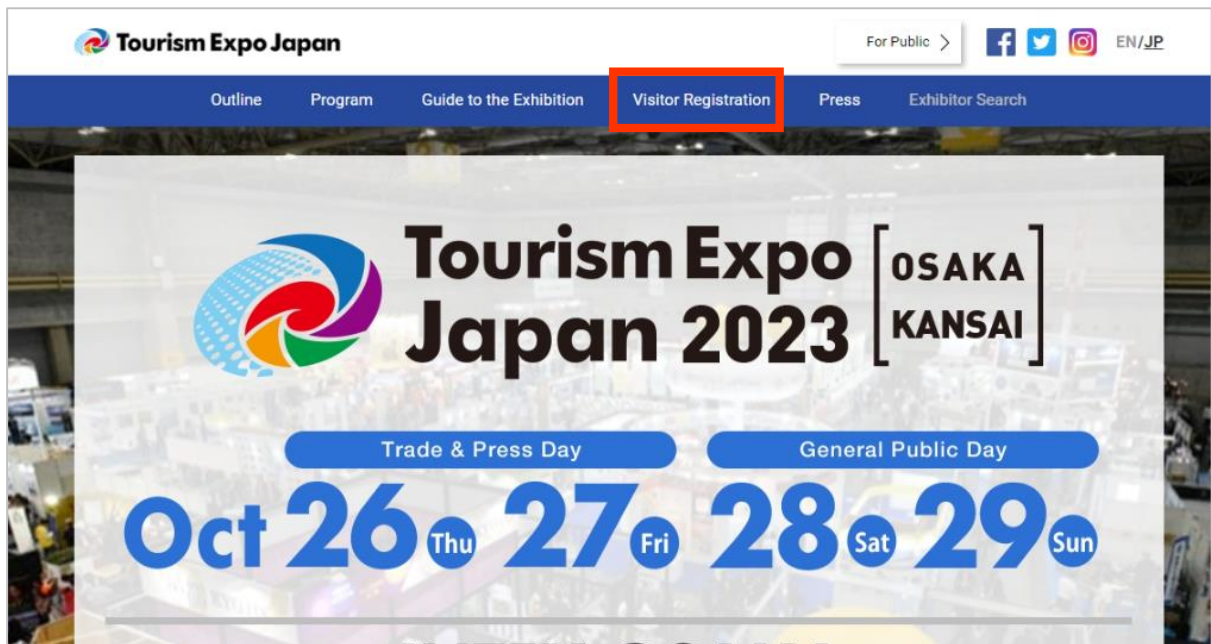
Completed

Registration completed!

Once your registration is completed, you can login to your My Page. Registration for Forum & Seminar programs is available from My Page.

Please access the Official Website of Tourism EXPO Japan,
And click "Visitor Registration" tab to register. (<https://t-expo.jp/en/biz>)

1 Click "Visitor-Registration" tab



2 Proceed to Visitor Registration Page (Basic Profile Registration)

Visitor Registration
事前 / Pre

Visitor Registration (Basic Profile Registration)

Please answer the following items and proceed to the confirmation.

[For Visitor]

1. After your registration, **activate your account by opening an URL** on the email which you will receive.
 ※After **1 week** from you received email, URL will be expired.
 ※If you could not find the email, **please check the spam or bulk folder.**
2. Print your **ID pass** in A4 size as color from your own My Page.
 ※Download your ID Pass **after Oct. 18(Wed) 6:00pm JST *Tentative**
3. Show your ID Pass at the entrance gate on the day.
4. Fold your ID Pass into quarters and put into the case which you will get inside of the venue.

▼Registration Manual▼
[TEJ Business Registration Manual\(PDF\)](#)

[For Registration of Buyer]
 ★Deadline : Oct. 18(Wed)10/18(水)4:59pm JST★

Please refer to the notes carefully before registering.

3 Please check the notes carefully before you start your registration.

Visitor Registration
事前 / Pre

Visitor Registration (Basic Profile Registration)

Please answer the following items and proceed to the confirmation.

[For Visitor]

1. After your registration, **activate your account by opening an URL** on the email which you will receive.
 ※After **1 week** from you received email, URL will be expired.
 ※If you could not find the email, **please check the spam or bulk folder.**
2. Print your **ID pass** in A4 size as color from your own My Page.
 ※Download your ID Pass **after Oct. 18(Wed) 6:00pm JST *Tentative**
3. Show your ID Pass at the entrance gate on the day.
4. Fold your ID Pass into quarters and put into the case which you will get inside of the venue.

▼Registration Manual▼
[TEJ Business Registration Manual\(PDF\)](#)

[For Registration of Buyer]

★Deadline : Oct. 18(Wed)10/18(水)4:59pm JST★

1. Select **"Yes"** at the item "Are you going to participate in the Business Meetings?"
2. After activate your account, **register your "Business Matching Information"** on your own My Page.
 ※The organizer will process your application **within about five working days (Japan Time).**

[Please Note!]

- Business Meetings **by appointment only.**
- All buyers are **required to come to the venue in Osaka** for Business Meetings.
- Only travel agencies (association of organizers) or companies attracted by the organizers can be registered as buyer.

▼T&Cs of Participation of TEJ Business Meetings▼
[T&Cs of Participation of TEJ Business Meetings\(PDF\)](#)

▼Business Meetings Outline for Buyer▼
[TEJ Business Meetings Outline\(PDF\)](#)

Please make sure to read the following before registration.

4 Please make sure to read both "Privacy Policies" and "Regarding Entry to Venue", and click " I agree" box.

[TEJ Business Meetings Outline\(PDF\)](#)

Please make sure to read the following before registration.

▼About the handling of the personal information▼
 Please [click here](#) and download the file

[Regarding Entry to Venue]
 At Tourism EXPO Japan 2023 Osaka/Kansai/ Travel Solution Exhibition 2023, **we will respect the prevention measures of each individual participants*** in response to the transition of the new coronavirus infectious disease to Category 5.
*Please note that there may be changes of terms and conditions of the event if there are any changes of policies set by the Japanese or local government, Japan Exhibition Association, or the venue, or by any notifications from the mentioned organizations.

- Any information provided via this page will be sent in a secure SSL encrypted format.
- Do not use the "return" button on your browser.

I agree

If you registered as a Visitor for the EXPO 2022, the data of information you entered then can be reflected.

5 Click "Click here to enter 2022's data into the fields".

Exhibition Association, or the venue, or by any notifications from the mentioned organizations.

- Any information provided via this page will be sent in a secure SSL encrypted format.
- Do not use the "return" button on your browser.

I agree

Click here to enter 2022's data into the fields

6 Enter the login ID and password of the account registered in 2022.

Please make sure to read the following before registration.

▼About the handling of the personal information▼

Notification

Please input your 2022's Visitor Login ID and Password.

Login ID (E-mail)	
Password	

If you forget your 2022's ID and/or password, you can not reissue or confirm them, so please register a new account.

Click here to enter 2022's data into the fields

Close

Click here to enter 2022's data into the fields

7 If the ID and password are entered correctly, the data registered in 2022 will be entered.

* If you forgot your ID and password, please register a new account.

* Please register items which are new this year.

Please follow the instruction and enter information correctly.

- 8 Enter your company's basic information.
- 9 Items marked with a "*" are mandatory field.
- 10 Some items require a specific character format. Please check and enter.

Basic Profile(s) of "your company"

"*" mandatory field.

Company Name * (in English)	<input type="text"/>
Company Name (in Japanese)	<input type="text"/>
Company Name (in Katakana)	<input type="text"/>
URL	<input type="text"/>



If you wish to participate in the TEJ Business Meetings, you must fill out your company's URL.

- 11 When registering 『Location of your Company』 please select the correct area where your company/office is located.

Location of your company *	<input type="text"/>
----------------------------	----------------------



Enter the area where your current workplace is located.

- 12 Please select if your company is a member of the following association(s).
If NOT, check the “N/A” box.

Your company's association(s) *
(You may make more than one selection)

Japan Association of Travel Agents (Overseas Allied Members)
 Japan Travel and Tourism Association

Japan National Tourism Organization
 All Nippon Travel Agents Association

N/A
 The exhibitor of TEJ/Travel Solution 2023
 Your parent exhibitor's name*

*If you do not have child exhibitor, please enter exhibitor's name.

*Please select “N/A” if you are the company attracted by the organizer. The Business Meeting Matching System Usage Fee will be required for registration of buyer.



Those who can participate as Buyers without any charge must be either from companies that are official members of JATA/Japan Tourism Association/JNTO/ANTA.

Please be advised that the Secretariat will check if your company/organization is an official member of the above listed travel organizations or can receive the same benefits. So, be sure to register all information correctly.

Travel agencies who are JATA Overseas Allied Member can register as Global Buyers. Global Buyers can hold business meetings only with TEJ Overseas Sellers and Travel Solution Exhibition 2023 Sellers.

※No business meetings with TEJ Domestic Sellers or Sellers handling trips to Japan from overseas.

- 13 Please check if your company is registered with Quality Assurance System for Tour Operators (check the details via following URL in the explanation field). If you are, select “Registered”.

Quality Assurance System for Tour Operators Registered

*If you have not registered, you are unable to have business meetings of Inbound Tourism. [<http://en.tour-quality.jp/>]



Business Meetings handling overseas travelers visiting Japan are strictly limited to certified and registered companies of Quality Assurance System.

- 14 Select the “Business Type” of your company. You may make more than one selection. If you select “Travel Company”, please enter your **Registration Number**. If you are JATA Overseas Allied Member travel agency and would like to register as Global Buyer, you must enter “**JATA Number**”.

Business Type *
(You may make more than one selection)

Travel Company [1st Category / 2nd. Category / 3rd. Category / Representative of Travel Company / Local selling Agent / Land Operator]
 Please enter your Registration Number/JATA Number.
 Registration Number Here

Tour Operator
 Tour Guide, Tour Conductor, Guide-Interpreter

Transportation

Airline
 Train



Please be aware that an error will be displayed on the confirmation screen if you proceed without entering the number.

- 15 Enter your personal basic information. If you are editing on behalf of someone else, please enter the information of the **actual participant**.

"Your" Basic Profile

"*" mandatory field.

Title *	<input type="radio"/> Mr. <input type="radio"/> Ms. <input type="radio"/> Do not answer
Family Name * (In English)	<input style="width: 90%;" type="text"/> <small>e.g. Ryoko</small>
First Name * (in English)	<input style="width: 90%;" type="text"/> <small>e.g. Taro</small>
Family Name (in Japanese)	<input style="width: 90%;" type="text"/>

- 16 Register your email address. It will be the login ID of your My Page, and the secretariat will get in touch with you to this email address. Make sure to enter a valid email address.

E-mail *	<input style="width: 90%;" type="text"/>
Repeat e-mail address * (for confirmation)	<input style="width: 90%;" type="text"/>

If you would like to share email from the secretariat with someone via CC mail, please fill in their email address in this column (optional).

***Multiple emails can be entered, separated by a comma [,]**

CC. E-mail	<input style="width: 90%;" type="text"/>
-------------------	--

*Multiple emails can be entered, separated by a comma [,].
*Email for the activation for your account will not be delivered to CC Email address.



Please note that the email for activation of your account will NOT be sent to cc email address(es).

- 17 Set a password for logging in to My Page .

Password *	<input style="width: 90%;" type="password"/>
-------------------	--

Passwords must:
- Contain no fewer than 6, and no more than 12 characters (single-byte alphanumeric characters only)
- Contain at least one letter and one number
Example: Tourism2023

Repeat password * (for confirmation)	<input style="width: 90%;" type="password"/>
---	--

- 18 For emergency contacts, enter a mobile number that can be used to contact you when necessary.

If you are participating in the Business Meeting, phone number is a must criteria. the secretariat may need to get in touch with you during the event. So you must enter a valid contact number.

Emergency Contact Number [Mobile Phone]	<input type="text"/> e.g. 080-0000-0000
--	--



This is a required item if you are participating in Business Meetings. Please be sure to fill it out.

- 19 We ask for your cooperation in answering the survey for participation in the event held at the same time.

Are you planning to attend to the Travel Solution Exhibition 2023? *	<input type="radio"/> Yes <input type="radio"/> Undecided <small>*Your registered information may provide to the organizer *NOT for registration</small>
--	--

- 20 If you are just visiting on the Industry Day and are not participating in the Business Meetings, select "NO".

Are you going to participate in the Business Meetings? *	<input type="radio"/> Yes <input checked="" type="radio"/> No <small>*Company attracted by the organizer who selected "N/A" in the basic profile registration item "Your Company Association" will be required to pay the Business Meeting Matching System Usage Fee ¥5,000 in advance(credit card only).</small>
--	--

If you are going to participate in the Business Meetings as a Buyer, select "YES". Buyers of the Business Meetings are limited to members of JATA/Japan Tourism Association/JNTO/ANTA.

Are you going to participate in the Business Meetings? *	<input checked="" type="radio"/> Yes <input type="radio"/> No <small>Your Company's webpage URL & Emergency Contact Number are required for participating in the Business Matchings.</small> Do you agree with the Terms and Conditions of Participation of Tourism EXPO Japan 2023 Business Meetings? <input checked="" type="checkbox"/> Agree <small>*Company attracted by the organizer who selected "N/A" in the basic profile registration item "Your Company Association" will be required to pay the Business Meeting Matching System Usage Fee ¥5,000 in advance(credit card only).</small>
--	--



If you select "YES", Terms and Conditions page will appear. Please check the content and proceed.

Please confirm the contents of registration.

- 21 Confirm the registered contents. If there is no problem, proceed to the confirmation screen.

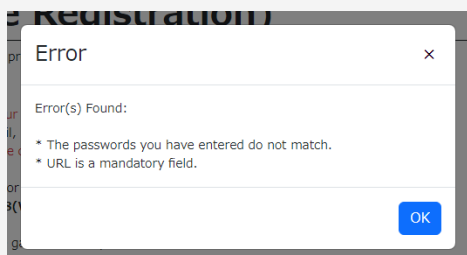
Confirm

If you cannot click on the "Confirm" button, please read the notice at the top of this page, then check the box titled "I agree".

- 22 If there are no mistakes in the registered contents, click the "Register" button. After that, you will receive a confirmation email for account activation. Please activate your account from the URL attached to it **within 1week**.

If there are any inadequacies or missing information, error message will be displayed. Please check and correct the corresponding part.

* The errors are displayed **in red** letters as shown below.



URL *

* URL is a mandatory field.

事前 / Pre

Confirmation : Visitor Registration(Basic Profile Registration)

Your registration has not yet been completed.

Please confirm the information you have submitted and click on the "Register" button at the bottom of the page to proceed.

Basic Profile(s) of "your company"

Scroll down

< ! Please note the below before registration ! >

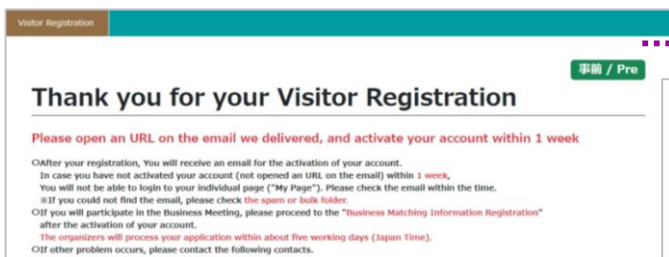
○After your registration, You will receive an email for the activation of your account. Please open an URL on the email within 1 week.
○If you will participate in the Business Meeting, please proceed to the "Business Matching Information" after the activation of your account. *Deadline Oct. 18 (Wed) 4:59pm JST

Return to Previous Page

Register

Please activate your Visitor Registration Account.

- 23 When you have completed your Visitor registration, the message below will appear. Activate your account within a week from the URL attached to the email sent to you. After activation, you will be able to log in to your My Page.



The following email will be delivered to the address you registered.

Activate your Account / Visitor Registration Complete: Tourism EXPO Japan 2023 Osaka/Kansai

Your Company Name
Your Name

Thank you for your Visitor Registration in Tourism EXPO Japan 2023 Osaka/Kansai.

(1) Activate your Account -----

Please open an URL below and activate your account within 1 week.

↓ This URL is valid only once for activation of account. *NOT Login URL

Activation URL

*If the account is not activated, you can not download "ID Pass" which is necessary for admission on the day. *After the activation, please open an "Login URL" and login to your individual page ("My Page").

"In case you have not activated your account (not opened an URL) within 1 week, you will not be able to login to your "My Page".

"If you will participate in the Business Meeting, please proceed to the "Business Matching Information Registration" after the activation of your account.

The organizers will process your application within about five working days (Japan Time).

(2) After the activation -----

When your account has been successfully created, the following contents will be available to you from your account page.

- Editing registered information (Basic Profile, Matching Member Profile)
- The Business Matching System ※ Only who has registered for the Business Matching Information
- Download your ID Pass

From Oct. 18 (Wed) *Tentative

※ Please download the ID pass from your own My Page, print it out, and bring it to the venue on the day of your visit.

Once you have activated your account, please log in your "My-page".

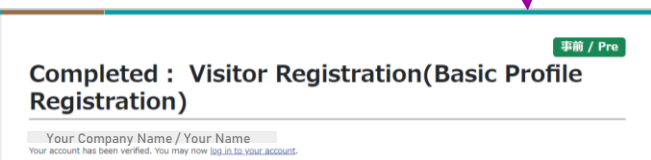
https://tej2023.jcdbizmatch.jp/en/Login

Login ID: xxxxx@xxxx.com

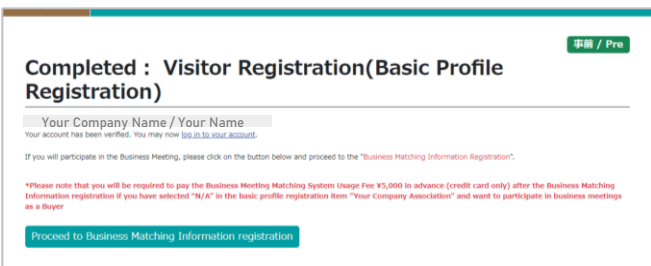
Password: (set by you)

Click Here

Registration is completed if the following screen is displayed.



OR



After a week from the delivery of the email, the session is considered to have expired. In that case, contact the Secretariat. (bizmtg@bsec.jp) If you have activated your account (clicked the URL) before, please login to your My Page.

Session has expired.

Session has expired.

As 1 week have passed since we delivered a confirmation mail which is for activation of your account, Session has expired.

Please inquire the Secretariat (+81 3-6737-9389)

If you have already activated your account, You are able to login to your "My Page".

Thank you for your time!

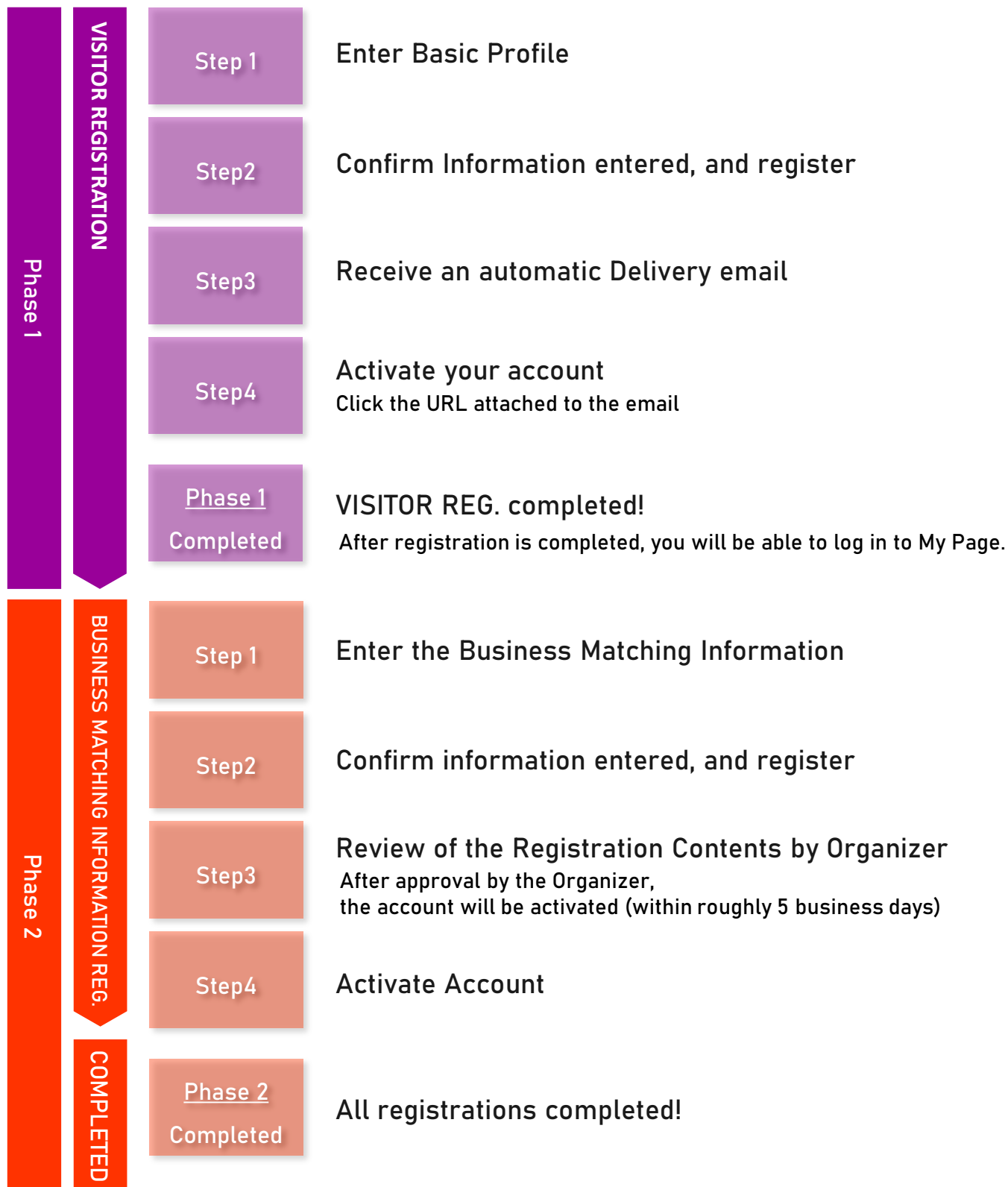
If you are participating in the TEJ Business Meetings as a Buyer, please proceed to the Business Matching Information Reg. (refer to the next section)

BUYER REGISTRATION

BUYER

Those who are participating in the TEJ Business Meetings as a Buyer

Follow the steps below to complete VISITOR REGISTRATION and BUSINESS MATCHING INFORMATION REGISTRATION.



Please enter from [HERE](#) to complete VISITOR REGISTRATION first.

If you wish to participate in the Business Meetings, you must register for “Business Meetings Matching Information” in addition to “Visitor” registration. Please follow the registration flow below and register for the Business Matching.

- 1 Click “Proceed to Business Matching Registration” after you complete your Visitor registration. Or enter from your My Page.

Visitor Registration

事前 / Pre

Completed : Visitor Registration(Basic Profile Registration)

Your Company Name / Your Name
Your account has been verified. You may now [log in to your account.](#)

If you will participate in the Business Meeting, please click on the button below and proceed to the “Business Matching Information Registration”.

*Please note that you will be required to pay the Business Meeting Matching System Usage Fee ¥5,000 in advance (credit card only) after the Business Matching Information registration if you have selected “N/A” in the basic profile registration item “Your Company Association” and want to participate in business meetings as a Buyer

[Proceed to Business Matching Information registration](#)

- 2 Read “Terms and Conditions of Participation”. If you agree to follow them, check the box and click “Continue” button.

事前 / Pre

Please read the following “Terms and Conditions of Participation of Tourism EXPO Japan 2023 Business Meetings” before registration for Business Matching Information.

1. Participants

(1) Buyers

①Travel agencies (association of organizers) in Japan which handle domestic and overseas travel from Japan (domestic and overseas travel procurement, persons in charge of product planning and development, group sales).

* The travel agencies which handle inbound travel to Japan must be registered in “Quality Assurance System for Tour Operators”

②Domestic media companies providing travel information and/or programs (TV, newspapers, magazines, web, etc.) selected by the Business Meeting Secretariat.

③Exhibitors expect to do Buyer Acts

* You are unable to register on “Buyers” and “Sellers” at the same time.

④Companies who are authorized by organizer and agreed to pay the Business Meeting Matching System Usage Fee (20,000JPY/incl. tax per registration)

* · No seller actions and/or Business Meeting with sellers who handle inbound travel to Japan are permitted.
· No refund of the Business Meeting Matching System Usage Fee

(2) Sellers

I consent to the above Agreement and wish to continue my registration for participation in the Business Matching System.

[Continue](#)

Enter the necessary information for Business Meetings Matching.



Your account will be reviewed by the Organizer, and if approved, will be activated within approximately 5 business days. After activation of your registration, you will be able to use the matching system.

- 3 Enter your company's basic information in the "Business negotiation information" area.
- 4 All items marked with "*" are mandatory.
- 5 Please note that some items specify the character format. Also, there are some items where you can make multiple selections. In "Profile Image" field, please attach a photo of the business contact person, company logo, company material photos, or the like. It would be one of references for your counterpart to recognize you during business meeting.

Please register the information required for business matching.

All items marked by "*" are mandatory field

Please check if you are a Global Buyer * Yes No

"You can upload Your Profile Image." ファイルが選択されていません
(e.g. Photograph of your face, Company's logo, buildings, or regional landscape)
*Please upload data with "jpeg", "jpg", "png" for image. (Up to 3MB)

Business negotiation categories which you expect *
(You may make more than one selection)

Outbound Travel from Japan Japanese Domestic Travel
 Inbound Travel to Japan Tourism-Related Solution Business

Expertise / Professional fields *
(in English)

Up to 100 characters e.g. in charge of Group Tour, especially business trips of IT company client.



Please prepare the file in a size of 3 MB or less.

- 6 Some items have a character limit. Please check the character count and enter within the limit.

PR Messages (in English) *

※Please enter the information of your company's general profile products which your company deals with.

Up to 400 characters Character Count: 0

Please follow the steps and fill out necessary information.

7 When setting your meeting frames, consider your own break time (such as lunch break) and seminar schedule.

You are requested to hold **AT LEAST 8** meetings within the 2 days of Business Meetings.

Availability *

Please choose the dates and times when you are available for meetings.

Please set your own your lunch break as needed.

[Click here to enter further details](#)

Select your meeting schedules
to fit your plans

Availability

Please choose the dates and times when you are available for meetings.
Please set your own your lunch break as needed.
By default, you are set to be available for meetings at any time.
Please remove the check marks from any time slots when you are unavailable for meetings.

Schedule	Oct. 26 (Thu.)	Schedule	Oct. 27 (Fri.)
10:50-11:10 Session 1	<input checked="" type="checkbox"/>	10:50-11:10 Session 12	<input checked="" type="checkbox"/>
11:30-11:50 Session 2	<input checked="" type="checkbox"/>	11:30-11:50 Session 13	<input checked="" type="checkbox"/>
12:10-12:30 Session 3	<input checked="" type="checkbox"/>	12:10-12:30 Session 14	<input checked="" type="checkbox"/>
12:50-13:10 Session 4	<input checked="" type="checkbox"/>	12:50-13:10 Session 15	<input checked="" type="checkbox"/>
13:30-13:50 Session 5	<input checked="" type="checkbox"/>	13:30-13:50 Session 16	<input checked="" type="checkbox"/>
14:10-14:30 Session 6	<input checked="" type="checkbox"/>	14:10-14:30 Session 17	<input checked="" type="checkbox"/>
14:50-15:10 Session 7	<input checked="" type="checkbox"/>	14:50-15:10 Session 18	<input checked="" type="checkbox"/>
15:30-15:50 Session 8	<input checked="" type="checkbox"/>	15:30-15:50 Session 19	<input checked="" type="checkbox"/>
16:10-16:30 Session 9	<input checked="" type="checkbox"/>	16:10-16:30 Session 20	<input checked="" type="checkbox"/>
16:50-17:10 Session 10	<input checked="" type="checkbox"/>	16:50-17:10 Session 21	<input checked="" type="checkbox"/>
17:30-17:50 Session 11	<input checked="" type="checkbox"/>		

OK

Availability *

Schedule	Oct. 26 (Thu.)	Schedule	Oct. 27 (Fri.)
10:50-11:10 Session 1	Yes	10:50-11:10 Session 12	Yes
11:30-11:50 Session 2	Yes	11:30-11:50 Session 13	Yes
12:10-12:30 Session 3	Yes	12:10-12:30 Session 14	Yes
12:50-13:10 Session 4	No	12:50-13:10 Session 15	No
13:30-13:50 Session 5	Yes	13:30-13:50 Session 16	Yes
14:10-14:30 Session 6	Yes	14:10-14:30 Session 17	Yes
14:50-15:10 Session 7	Yes	14:50-15:10 Session 18	Yes
15:30-15:50 Session 8	Yes	15:30-15:50 Session 19	Yes
16:10-16:30 Session 9	Yes	16:10-16:30 Session 20	Yes
16:50-17:10 Session 10	Yes	16:50-17:10 Session 21	Yes
17:30-17:50 Session 11	Yes		

Please choose the dates and times when you are available for meetings.

Please set your own your lunch break as needed.

[Click here to enter further details](#)

Click "OK", and check the result



- Please note that you can change the availability status on your schedule until Oct. 18(Wed) 4:59pmJST.
- However, you cannot change the status to "Not Available" for the time slot where an appointment has already been "Finalized".
- Please keep as many time slots available as possible in order to increase your chances to hold many productive business meetings.

Please check the content of your registration for the Business Meeting.

- 8 Confirm the registered contents. If there is no problem, proceed to the confirmation screen.

Ranking System I want to appear on the Partnering system's ranking list.

[Confirm Changes](#)

If there are any inadequacies or missing information, error message will be displayed. Please check and correct the corresponding part.

* The errors are displayed in red letters as shown below.

Error

▲ Error(s) Found:

* Expected result from the Business Meeting is a mandatory field.

OK

Expected result from the Business Meeting *
(You may make more than one selection)

*If you have not registered, You could not have business meetings about quality.jp/]

Consideration of Tourism Products

Purchase of Tourism Products

Gathering Information

Other

* Expected result from the Business Meeting is a mandatory field.

- 9 Check the content of confirmation screen. If there is no problem, click "Register".

事前 / Pre

Confirmation : Business Matching Information Registration

Your changes have not yet been finalized.

Please check the information you have registered and click on one of the "Register" buttons below.

After the organizers' approval of your registration, you will be able to login to your "My page" of the Business Matching System. The organizers will process your application within about five working days (Japan Time) .

Scroll down

[Return to Previous Page](#) [Register](#)

Your registration will be activated after the Organizer confirms your registration and authorizes it.

- 10 The screen shown below will appear if you have successfully completed the registration. Your Business Matching account will be activated after authorization by the Organizer.

事前 / Pre

Completed : Business Matching Information Registration

Your Business Matching Information Registration has been completed.

After the organizers' approval of your registration, you will be able to login to your "My page" of the Business Matching System.
The organizers will process your application within about five working days (Japan Time) .

We hope you will enjoy finding many new business opportunities over the two days of the Business Meeting using this system!

Information about how to use the system, and the various services provided, will be announced by email or on the exhibition website.

Screen while Waiting for Authorization

Home

Your application has been forwarded.

SUMMARY *Including some tentative dates & times *JST

- Editing your profile: Oct. 18(Wed) 4:59pm
- Appointment request / Message exchange / Appointment cancellation: Sep. 1(Fri)10:00am~Oct. 18(Wed)4:59pm
- Final appointment matching: Oct. 18(Wed) 5:00pm
- Finalization of your business meeting schedule: Oct. 18(Wed) 6:00pm
- Your ID pass download: Oct. 18(Wed) 6:00pm

After the organizers' approval of your registration, you will be able to login to your "My page" of the Business Matching System. **The organizers will process your application within about five working days (Japan Time).** If you are still waiting for a confirmation after this time period, please contact the office below:

Contact Us
<Business Meeting>
Tourism EXPO Japan Business Meeting Secretariat

No

- ▲ The organizer is checking your registration. When completed, the screen would look like the one on the right.

Screen after Authorization

Home Search/Apply for Appointments Message Box Edit Profile Business Meeting Schedule (Your Appointment Sheet) Forum & Seminar

Welcome

Matching System User Manual

Frequently Asked Questions (Q & A)

Notices

Your appointment status

- Favourites: 0
- Recommendations: 0
- New messages: 0 unread messages
- Established Appointments: 0
- Tentatively Established Appointments: 0
- Appointments applied for: 0
- Received appointments: 0
- Not-Established list: 0 unread messages

Search for Matching Members*

*Matching Member: Sellers who are registering for the participation in the Business Meeting.

Search Company/Keyword

Advanced Search Previous Search

Message Box

- ▲ You can edit/amend information from My Page. After the matching system is released, you can check or send appointment requests by logging into your My Page.

Thank you for your time!

Please refer to "Business Meetings User Manual" for the details of the appointment request and other functions of the Business Matching System. The manual will be available from your My Page at a later date. In order to acquire appointments smoothly, please check thoroughly and understand the system before using it. Also, prepare well in advance to make your business meetings productive.

MEDIA REGISTRATION

MEDIA

Media personnel who will NOT participate in the TEJ Business Meetings

Follow the steps below to complete MEDIA REGISTRATION.

MEDIA REGISTRATION

Step 1

Enter Basic Profile

Step2

Confirm information entered, and register

Step3

Receive an automatic delivery email

Step4

Activate your account
Click the URL attached to the email

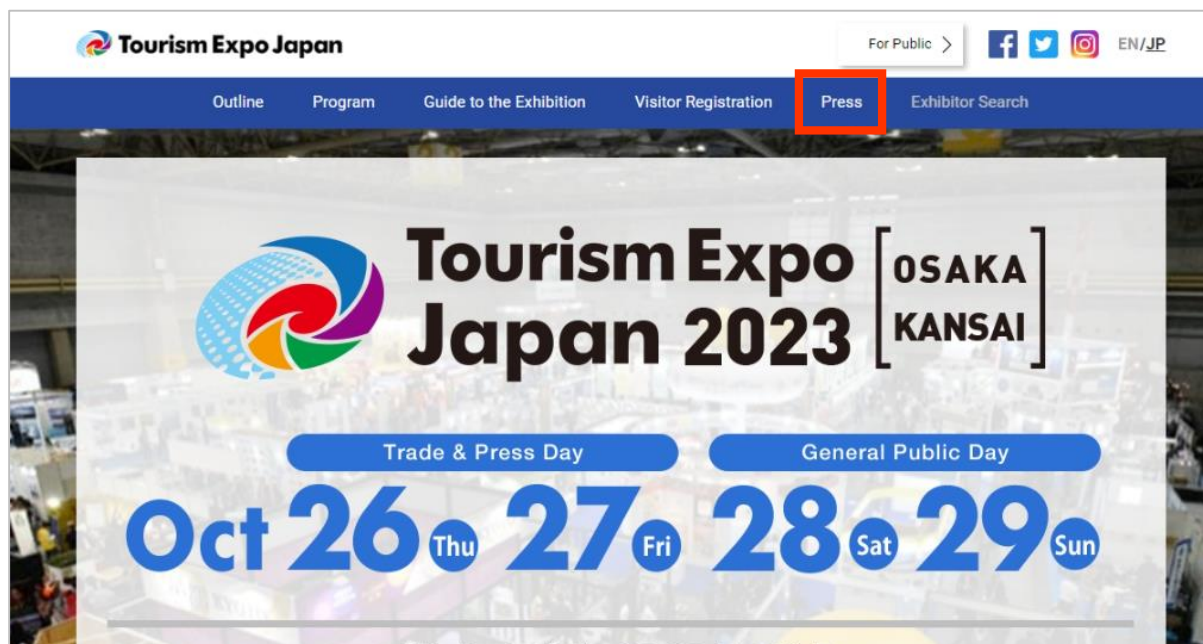
COMPLETED

Completed

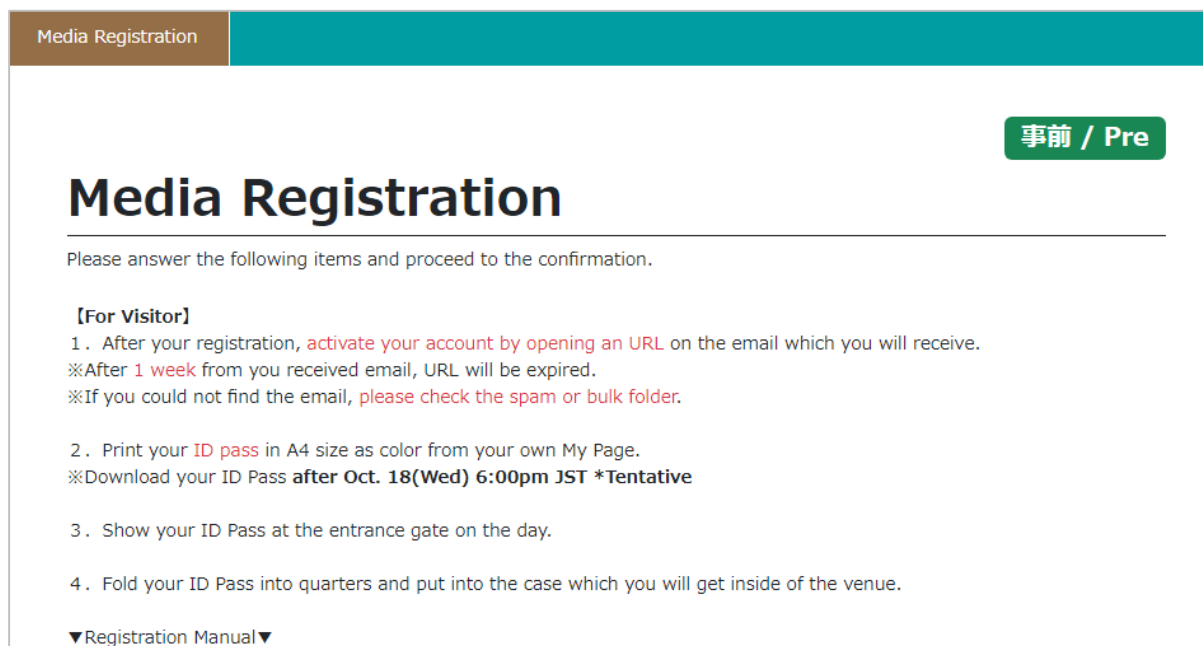
Registration completed!
After registration is completed, you will be able to log in to your My Page.

You can jump to “Media Registration” from “Press” tab in “For Trade and Press” page on Tourism EXPO Japan website.
(<https://www.t-expo.jp/en/biz>)

1 Click “Press” tab.



2 Proceed to Media Registration Page.



Please check the Notes before you start your registration.

3

Please read the notes at the top of the page carefully.

Media Registration
事前 / Pre

Media Registration

Please answer the following items and proceed to the confirmation.

[For Visitor]

1. After your registration, **activate your account by opening an URL** on the email which you will receive.
 ※After **1 week** from you received email, URL will be expired.
 ※If you could not find the email, **please check the spam or bulk folder.**
2. Print your **ID pass** in A4 size as color from your own My Page.
 ※Download your ID Pass **after Oct. 18(Wed) 6:00pm JST *Tentative**
3. Show your ID Pass at the entrance gate on the day.
4. Fold your ID Pass into quarters and put into the case which you will get inside of the venue.

▼Registration Manual▼
[TEJ Business Registration Manual\(PDF\)](#)

[For Registration of Media Buyer]

★Deadline : Oct. 18(Wed)4:59pm JST★

1. **Select "Yes"** at the item "Are you going to participate in the Business Meetings?."
2. After activate your account, **register your "Business Matching Information"** on your own My Page.
 ※The organizer will process your application **within about five working days (Japan Time).**

[Please Note!]

- Business Meetings **by appointment only.**
- All buyers are **required to come to the venue in Osaka** for Business Meetings.

▼T&Cs of Participation of TEJ Business Meetings▼

4

Please read "Notice Regarding Press Coverage", "About the regulation for Media participation", "About the handling of the personal information", and "Regarding Entry to Venue". If you agree to follow the regulations, click "I agree" box.

Notice Regarding Press Coverage

- The media company and the person in charge of coverage are responsible for obtaining permission from staff at the booth or interviewees regarding coverage, photo shooting, and publishing/posting.
- During coverage, be careful not come in the way of other visitors, and be sure not to infringe portrait rights and privacy.
- Should there be any case of trouble such as accidents, damage, etc., the press company and the person in charge of coverage will hold full responsibility and compensation.
- If there are any other requests or instructions from the organizer of the event, you must agree to follow them.

I confirmed and agree to the above, and will conduct coverage and photo shooting accordingly

Please make sure to read the following before registration.

- ▼About the regulation for Media participation▼
[Please click here and download the file](#)
- ▼About the handling of the personal information▼
[Please click here and download the file](#)

[Regarding Entry to Venue]
 At Tourism EXPO Japan 2023 Osaka/Kansai/ Travel Solution Exhibition 2023, **we will respect the prevention measures of each individual participants*** in response to the transition of the new coronavirus infectious disease to Category 5.

*Please note that there may be changes of terms and conditions of the event if there are any changes of policies set by the Japanese or local government, Japan Exhibition Association, or the venue, or by any notifications from the mentioned organizations.

- Any information provided via this page will be sent in a secure SSL encrypted format.
- Do not use the "return" button on your browser.

I agree

Please follow the steps and fill out necessary information.

- 5 Enter your company's basic information in "Basic Profile" area.
- 6 Items marked with "*" are mandatory.
- 7 Some items require a specific character format.
Please be careful when you are filling out the information.

Basic Profile(s) of "your company"

"*" mandatory field.

Company Name * (in English)	<input type="text"/>
	<small>*Please enter "freelance" if you are a freelancer</small>
Company Name (in Japanese)	<input type="text"/>
Company Name (in Katakana)	<input type="text"/>
URL	<input type="text"/>



If you wish to participate in the TEJ Business Meetings, you must fill out your company's URL.

- 8 When registering 『Location of your Company』, please select the area where your workplace is located.

Location of your company *	<input type="text"/>
----------------------------	----------------------

9 Select "Business Type" and name of media you are representing

Business Type * (You may make more than one selection)	<input type="checkbox"/> TV (English) <input type="text"/> (Japanese) <input type="text"/>	<input type="checkbox"/> Radio (English) <input type="text"/> (Japanese) <input type="text"/>
	<input type="checkbox"/> Newspaper (English) <input type="text"/> (Japanese) <input type="text"/>	<input type="checkbox"/> Industry Newspaper (English) <input type="text"/> (Japanese) <input type="text"/>
	<input type="checkbox"/> Leisure, Sport Newspaper (English) <input type="text"/> (Japanese) <input type="text"/>	<input type="checkbox"/> Magazine (English) <input type="text"/> (Japanese) <input type="text"/>
	<input type="checkbox"/> Travel Magazine (English) <input type="text"/> (Japanese) <input type="text"/>	<input type="checkbox"/> Industry Magazine (English) <input type="text"/> (Japanese) <input type="text"/>
	<input type="checkbox"/> Travel Guide Book (English) <input type="text"/> (Japanese) <input type="text"/>	<input type="checkbox"/> Web News *Please enter the name of the media or account URL (English) <input type="text"/> (Japanese) <input type="text"/>
	<input type="checkbox"/> SNS *Please enter the name of the media or account URL (English) <input type="text"/> (Japanese) <input type="text"/>	<input type="checkbox"/> Other *Please enter the name of the media or account URL (English) <input type="text"/> (Japanese) <input type="text"/>

10 Select "Date you are going to visit"

Date you are going to visit this event * (You may make more than one selection)	<input type="checkbox"/> Oct. 26 (Thu)
	<input type="checkbox"/> Oct. 27 (Fri)
	<input type="checkbox"/> Oct. 28 (Sat)
	<input type="checkbox"/> Oct. 29 (Sun)

11 Select "Plans for your media coverage"

Plans for your media coverage *	<input type="radio"/> Plan about this exhibition Media Name (English) <input type="text"/> Media Name (Japanese) <input type="text"/> Publication Date <input type="text"/>	<input type="radio"/> Plan about script & information of exhibitors Media Name (English) <input type="text"/> Media Name (Japanese) <input type="text"/> Publication Date <input type="text"/>	<input type="radio"/> Undecided
--	--	---	---------------------------------



If you have plans for broadcasting/publishing, fill out the name of the media and the date of exposure.

12 Select device you will be using

Photograph or Film * (You may make more than one selection)	<input type="checkbox"/> Photograph	<input type="checkbox"/> Film
	<input type="checkbox"/> N/A (None of the Above)	

13

Enter your basic information. If you are registering on behalf of the actual visitor, register the information of the **actual participant**.

"Your" Basic Profile

**** mandatory field.**

Family Name * (in English)	<input type="text"/>
	e.g. Ryoko
First Name * (in English)	<input type="text"/>

14

Register your email address. It will be the login ID of your My Page, and the secretariat will get in touch with you to this email address. Make sure to enter a valid email address.

E-mail *	<input type="text"/>
Repeat e-mail address * (for confirmation)	<input type="text"/>

15

If you would like to share email from the secretariat with someone via CC mail, please fill in their email address in this column (optional).

***Multiple emails can be entered, separated by a comma [,]**

CC. E-mail	<input type="text"/>
	*Multiple emails can be entered, separated by a comma [,]. *Email for the activation for your account will not be delivered to CC Email address.



Please note that the email for activation of your account will NOT be sent to cc email address(es).

16

Set a password for logging in to My Page.

Password *	<input type="text"/>
	Passwords must: - Contain no fewer than 6, and no more than 12 characters (single-byte alphanumeric characters only) - Contain at least one letter and one number Example: Tourism2023
Repeat password* (for confirmation)	<input type="text"/>

- 17 Enter “Emergency Contact Number”. Please enter a mobile phone number which can be used to contact you on the day of the meetings. In case of urgent situation, the secretariat may need to get in touch with you.

Emergency Contact Number *	<input type="text"/>
[Mobile Phone]	e.g. 080-0000-0000



This is a required item if you are participating in Business Meetings. Please be sure to fill it out.

- 18 Select “ How did you find out about this event first?”

How did you find out about this event first? * (You may make more than one selection)	<input type="checkbox"/> Official Website	<input type="checkbox"/> SNS
	<input type="checkbox"/> Newspaper	Name of paper: <input type="text"/>
	<input type="checkbox"/> Magazines	Name of Magazine: <input type="text"/>
	<input type="checkbox"/> TV, Radio	Title of Show: <input type="text"/>
	<input type="checkbox"/> Flyer(s)	<input type="checkbox"/> Poster(s)
	<input type="checkbox"/> Internal Publication of Your Company	<input type="checkbox"/> Information from Your Colleagues or Friends
	<input type="checkbox"/> Announcement from Organizers	<input type="checkbox"/> Other <input type="text"/>

- 19 Select “NO” if you are participating for Media Coverage only.

Are you going to participate in the Business Meetings? *	<p>*Participants of Business Meeting are required to be Media workers who are engaging in Editing, Production, Planning and research.</p> <p><input type="radio"/> Yes <input checked="" type="radio"/> No</p>
--	--



If you select “YES”, you will be registered as Media Buyer (participant of Business Meetings), and Terms and Conditions of the Business Meeting will appear on the screen. Please check the content before proceeding. For more details, please refer to Pg. 34 “Business Matching Information Registration”.

Are you going to participate in the Business Meetings? *	<p>*Participants of Business Meeting are required to be Media workers who are engaging in Editing, Production, Planning and research.</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>*Your Company’s webpage URL is required for participating in the Business Matchings.</p> <p>Do you agree with the Terms and Conditions of Participation of Tourism EXPO Japan 2023 Business Meetings?</p> <p><input checked="" type="checkbox"/> Agree</p>
--	--

Please confirm the information you entered for MEDIA REGISTRATION.

- 20 Confirm the registered contents. If there is no problem, proceed to the confirmation screen.

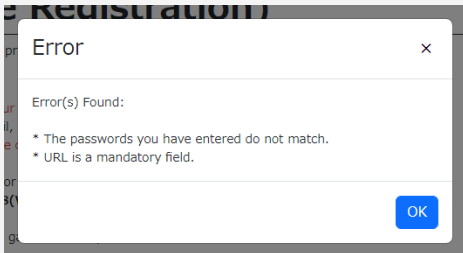
Confirm

If you cannot click on the "Confirm" button, please read the notice at the top of this page, then check the box titled "I agree".

- 21 If there are no mistakes in the registered contents, click the "Register" button. After that, you will receive a confirmation email for account activation. Please activate your account from the URL attached to the email **within 1week**.

If there are any inadequacies or missing information, error message will be displayed. Please check and correct the corresponding part.

* The errors are displayed **in red** letters as shown below.



URL *

* URL is a mandatory field.

事前 / Pre

Confirmation : Media Registration

Your registration has not yet been completed.

Please confirm the information you have submitted and click on the "Register" button at the bottom of the page to proceed.

Basic Profile(s) of "your company"

Scroll down

< ! Please note the below before registration ! >

○After your registration, You will receive an email for the activation of your account. Please open an URL on the email within 1 week.
○If you will participate in the Business Meeting, please proceed to the "Business Matching Information" after the activation of your account. *Deadline Oct. 18 (Wed) 4:59pm JST

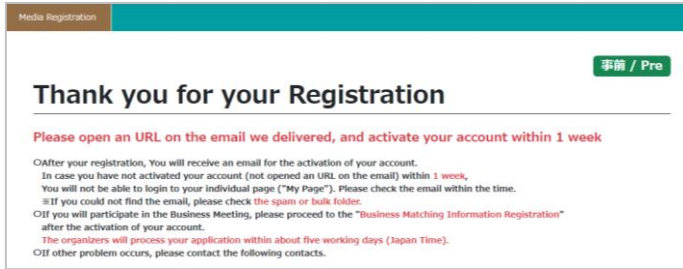
Return to Previous Page

Register

Please activate your Visitor Registration account.

22

When you have completed your Visitor registration, the message below will appear. Activate your account within a week from the URL attached to the email sent to you. After activation, you will be able to log in to your My Page.



The following email will be delivered to the address you registered.

Activate your Account / Media Registration Complete: Tourism EXPO Japan 2023 Osaka/Kansai

Your Company Name
Your Name

Thank you for your Media Registration in Tourism EXPO Japan 2023 Osaka/Kansai.

(1) Activate your Account -----

Please open a URL below and activate your account within 1 week.

↓ This URL is valid only once for activation of account. *NOT Login URL

Activation URL

*If the account is not activated, you can not download "Entry Pass" which is necessary for admission on the day.

*After the activation, please open a "Login URL" and login to your individual page ("My Page").

*In case you have not activated your account (not opened a URL) within 1 week, You will not be able to login to your "My Page".

*If you will participate in the Business Meeting, please proceed to the "Business Matching Information Registration" after the activation of your account.

The organizers will process your application within about five working days (Japan Time).

(2) After the activation -----

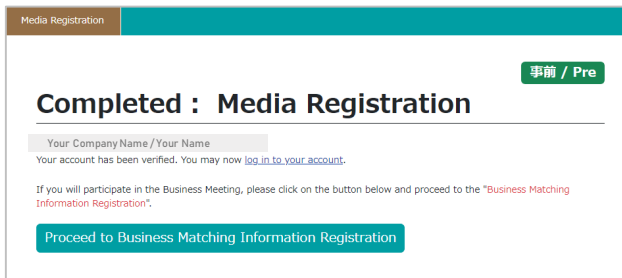
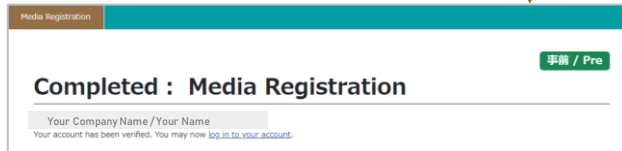
When your account has been successfully created, the following contents will be available to you from your account page.

- Editing registered information (Basic Profile, Matching Member Profile)
- the Business Matching System ※ Only who has registered for the Business Matching Information
- Registration for programs to interview or cover
- Download your ID Pass
- From Oct. 18 (Wed) *Tentative
- ※ Please download the ID pass from your own My Page, print it out, and bring it to the venue on the day of your visit.

Once you have activated your account, please log in your "My-page".

https://xxxxxxxxxxxxxxxxxxxx
Login ID: xxxxxx@xxxx.com
Password: (set by you)

Registration is completed if the following screen is Displayed.



Click Here

After a week from the delivery of the email, the session is considered to have expired. In that case, contact the Secretariat. (bizmtg@bsec.jp)
If you have activated your account (clicked the URL), please login to your My Page.

Session has expired.

Session has expired.

As 1 week have passed since we delivered a confirmation mail which is for activation of your account, Session has expired.

Please inquire the Secretariat (+81 3-6737-9389)

If you have already activated your account, You are able to login to your "My Page".

Thank you for your time!

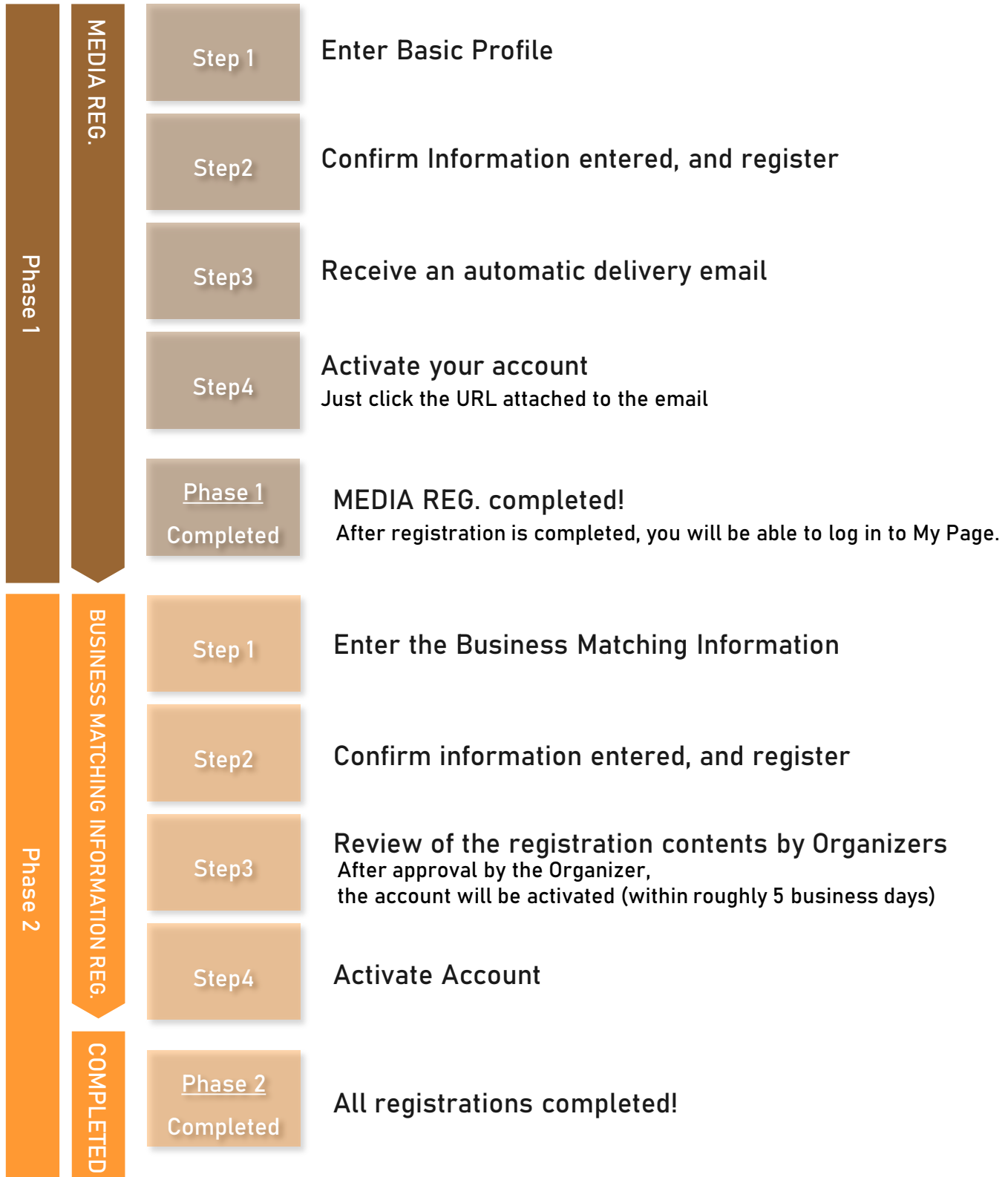
If you are participating in the TEJ Business Meetings as a Media Buyer, please proceed to the Business Matching Information Reg. (refer to the next section)

MEDIA BUYER REGISTRATION

MEDIA BUYER

Media personnel who are participating in the TEJ Business Meetings as Buyer

Follow the steps below to complete MEDIA REGISTRATION and BUSINESS MATCHING INFORMATION REGISTRATION.



Please enter from [HERE](#) to complete MEDIA REGISTRATION first.

If you wish to participate in the Business Meetings, you must register for “Business Matching Information” in addition to “Media” registration. Please follow the registration flow below and register for the Business Matching.

- 1 Click “Proceed to Business Matching Information Registration” button after you complete your Media registration, or enter from your My Page.

Media Registration

事前 / Pre

Completed : Media Registration

Your Company Name / Your Name

Your account has been verified. You may now [log in to your account](#).

If you will participate in the Business Meeting, please click on the button below and proceed to the "Business Matching Information Registration".

[Proceed to Business Matching Information Registration](#)

- 2 Read “Terms and Conditions of Participation”. If you agree to follow them, check the box and click “Continue” button.

事前 / Pre

Please read the following "Terms and Conditions of Participation of Tourism EXPO Japan 2023 Business Meetings" before registration for Business Matching Information.

1. Participants

(1) Buyers

①Travel agencies (association of organizers) in Japan which handle domestic and overseas travel from Japan (domestic and overseas travel procurement, persons in charge of product planning and development, group sales).

*The travel agencies which handle inbound travel to Japan must be registered in "Quality Assurance System for Tour Operators"

②Domestic media companies providing travel information and/or programs (TV, newspapers, magazines, web, etc.) selected by the Business Meeting Secretariat.

③Exhibitors expect to do Buyer Acts

*You are unable to register on "Buyers" and "Sellers" at the same time.

④Companies who are authorized by organizer and agreed to pay the Business Meeting Matching System Usage Fee (20,000JPY/incl. tax per registration)

* No seller actions and/or Business Meeting with sellers who handle inbound travel to Japan are permitted.

No refund of the Business Meeting Matching System Usage Fee

(2) Sellers

I consent to the above Agreement and wish to continue my registration for participation in the Business Matching System.

[Continue](#)

Enter the necessary information for Business Meetings matching.



Your account will be reviewed by the Organizer, and if approved, will be activated within approximately 5 business days. After activation of your registration, you will be able to use the matching system.

- 3 Please enter your company's basic information in the "Business negotiation information" area.
- 4 All items marked with "*" are mandatory.
- 5 Please note that some items specify the character format. Also, there are some items where you can make multiple selections. In "Profile Image" field, please attach a photo of the business contact person, company logo, company material photos, or the like. It would be one of references for your counterpart to recognize you during business meeting.

Please register the information required for business matching.

All items marked by "*" are mandatory field.

"You can upload Your Profile Image.

ファイルの選択 ファイルが選択されていません

(e.g. Photograph of your face, Company's logo, buildings, or regional landscape)

*Please upload data with "jpeg", "jpg", "png" for image. (Up to 3MB)

Business negotiation categories which you expect *

(You may make more than one selection)

※Please check the category(es) which you are eligible to a person responsible.

Outbound Travel from Japan

Japanese Domestic Travel

Inbound Travel to Japan

Tourism-Related Solution Business

Expertise / Professional Fields *
(in English)

Up to 100 characters e.g. Planning and producing of Web magazine.



Please prepare the file in a size of 3 MB or less.

- 6 Some items have a character limit. Please check the character count and enter within the limit.

PR Messages
(in English) *

※Please enter the information of your company's general profile, nature of business and type of four products which your company deals with.

Up to 400 characters Character Count: 0

Please follow the steps and fill out necessary information.

- 7 Please consider your own break time (such as lunch break) and coverage schedule upon setting your meeting frames.

Availability *

Please choose the dates and times when you are available for meetings.

Please set your own your lunch break as needed.

[Click here to enter further details](#)

Select your meeting schedules
to fit your plans

Availability ✕

Please choose the dates and times when you are available for meetings.
Please set your own your lunch break as needed.
By default, you are set to be available for meetings at any time.
Please remove the check marks from any time slots when you are unavailable for meetings.

Schedule	Oct. 26 (Thu.)	Schedule	Oct. 27 (Fri.)
10:50-11:10 Session 1	<input checked="" type="checkbox"/>	10:50-11:10 Session 12	<input checked="" type="checkbox"/>
11:30-11:50 Session 2	<input checked="" type="checkbox"/>	11:30-11:50 Session 13	<input checked="" type="checkbox"/>
12:10-12:30 Session 3	<input checked="" type="checkbox"/>	12:10-12:30 Session 14	<input checked="" type="checkbox"/>
12:50-13:10 Session 4	<input checked="" type="checkbox"/>	12:50-13:10 Session 15	<input checked="" type="checkbox"/>
13:30-13:50 Session 5	<input checked="" type="checkbox"/>	13:30-13:50 Session 16	<input checked="" type="checkbox"/>
14:10-14:30 Session 6	<input checked="" type="checkbox"/>	14:10-14:30 Session 17	<input checked="" type="checkbox"/>
14:50-15:10 Session 7	<input checked="" type="checkbox"/>	14:50-15:10 Session 18	<input checked="" type="checkbox"/>
15:30-15:50 Session 8	<input checked="" type="checkbox"/>	15:30-15:50 Session 19	<input checked="" type="checkbox"/>
16:10-16:30 Session 9	<input checked="" type="checkbox"/>	16:10-16:30 Session 20	<input checked="" type="checkbox"/>
16:50-17:10 Session 10	<input checked="" type="checkbox"/>	16:50-17:10 Session 21	<input checked="" type="checkbox"/>
17:30-17:50 Session 11	<input checked="" type="checkbox"/>		

OK

Availability *

Schedule	Oct. 26 (Thu.)	Schedule	Oct. 27 (Fri.)
10:50-11:10 Session 1	Yes	10:50-11:10 Session 12	Yes
11:30-11:50 Session 2	Yes	11:30-11:50 Session 13	Yes
12:10-12:30 Session 3	Yes	12:10-12:30 Session 14	Yes
12:50-13:10 Session 4	No	12:50-13:10 Session 15	No
13:30-13:50 Session 5	Yes	13:30-13:50 Session 16	Yes
14:10-14:30 Session 6	Yes	14:10-14:30 Session 17	Yes
14:50-15:10 Session 7	Yes	14:50-15:10 Session 18	Yes
15:30-15:50 Session 8	Yes	15:30-15:50 Session 19	Yes
16:10-16:30 Session 9	Yes	16:10-16:30 Session 20	Yes
16:50-17:10 Session 10	Yes	16:50-17:10 Session 21	Yes
17:30-17:50 Session 11	Yes		

Please choose the dates and times when you are available for meetings.

Please set your own your lunch break as needed.

[Click here to enter further details](#)

Click "OK" , and check the result



- Please note that you can change the availability status on your schedule until Oct. 18(Wed) 4:59pmJST.
- However, you cannot change the status to "Not Available" for the time slot where an appointment has already been "Finalized".
- Please keep as many time slots available as possible in order to increase your chances to hold many productive business meetings.

Please check the content of your registration for the Business Meeting.

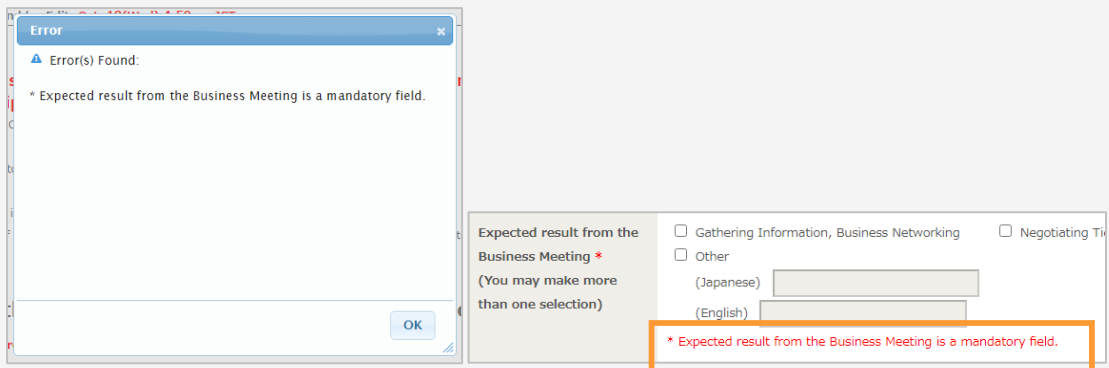
- 8 Please confirm the registered contents. If there is no problem, proceed to the confirmation screen.

Ranking System I want to appear on the Partnering system's ranking list.

[Confirm Changes](#)

If there are any inadequacies or missing information, an error message will be displayed. Please check and correct the corresponding part.

* The errors are displayed in red letters as shown below. Please check the part that needs correction.



- 9 Check the content of registration. If there is no problem, click "Register".

事前 / Pre

Confirmation : Business Matching Information Registration

Your changes have not yet been finalized.

Please check the information you have registered and click on one of the "Register" buttons below.

After the organizers' approval of your registration, you will be able to login to your "My page" of the Business Matching System. The organizers will process your application within about five working days (Japan Time) .

Scroll down

[Return to Previous Page](#) [Register](#)

After screening and authorization by the Organizer, your account will be activated.

- 10 The screen shown below will appear if you have successfully completed the registration. Your **Business Matching** account will be activated after authorization from the organizer.

事前 / Pre

Completed : Business Matching Information Registration

Your Business Matching Information Registration has been completed.

After the organizers' approval of your registration, you will be able to login to your "My page" of the Business Matching System.
The organizers will process your application within about five working days (Japan Time) .

We hope you will enjoy finding many new business opportunities over the two days of the Business Meeting using this system!

Information about how to use the system, and the various services provided, will be announced by email or on the exhibition website.

Screen while waiting for authorization

Your application has been forwarded.

SUMMARY *Including some tentative dates & times *JST

- Editing your profile: Oct. 18(Wed) 4:59pm
- Appointment request / Message exchange / Appointment cancellation: Sep. 1(Fri)10:00am~Oct. 18(Wed)4:59pm
- Final appointment matching: Oct. 18(Wed) 5:00pm
- Finalization of your business meeting schedule: Oct. 18(Wed) 6:00pm
- Your ID pass download: Oct. 18(Wed) 6:00pm

After the organizers' approval of your registration, you will be able to login to your "My page" of the Business Matching System. **The organizers will process your application within about five working days (Japan Time).** If you are still waiting for a confirmation after this time period, please contact the office below:

Contact Us
<Business Meeting>
Tourism EXPO Japan Business Meeting Secretariat

- ▲The Organizer is checking your registration. When completed, the screen would look like the one on the right.

Screen after authorization

Welcome

SUMMARY *Including some tentative dates & times *JST

- Editing your profile: Oct. 18(Wed) 4:59pm
- Appointment request / Message exchange / Appointment cancellation: Sep. 1(Fri)10:00am~Oct. 18(Wed)4:59pm
- Final appointment matching: Oct. 18(Wed) 5:00pm
- Finalization of your business meeting schedule: Oct. 18(Wed) 6:00pm
- Your ID pass download: Oct. 18(Wed) 6:00pm

Search for Matching Members*

Matching Member: Sellers who are registering for the participation in the Business Meeting.

Search Company/Keyword

Advanced Search Previous Search

Message Box

Matching System User Manual

Frequently Asked Questions (Q & A)

Notices

Your appointment status

- Favorites: 0
- Recommendations: 0
- New messages: 0
- Established Appointments: 0
- Tentatively-Established Appointments: 0
- Appointments applied for: 0
- Received appointments: 0
- Not-Established list: 0

- ▲You can edit/amend information from My Page. After the matching system is released, you can check or send appointment requests by logging into your My Page.

Thank you for your time!

Please refer to "Business Meetings User Manual" for the details of the appointment request and other functions of the Business Matching System. The manual will be available from your My Page at a later date. In order to acquire appointments smoothly, please check thoroughly and understand the system before using it. Also, prepare well in advance to make your business meetings productive.

Schedule up to Business Meetings

*All the date and time are displayed in JST.

*Please be advised that the schedule below is as of July 2023 and may change in the future.

Aug. 1 (TUE)
10:00am

Start : Business Matching Information registration

(Basic Profile & Business Matching Info.)



Deadline for registration of the Business Matching Information (Business Meeting participants)

: **Oct. 18 (WED) 4:59pm**

Sep. 1 (FRI)
10:00am

Start : Appointment Request



Functions such as sending / receiving appointment requests, accepting / declining received requests will open. Once the request is accepted by the receiver side, it will be tentatively established.

Start : Registration for Forum & Seminar Programs (for Buyer), Application for Press Coverage of Program (for Media)



You will be able to register / apply for programs from your My Page of Business Matching System. It should not overlap with your Business Meetings schedule, so please set your requests carefully.

Sep. 1 (FRI)

Appointment Matching 5:00pm EVERY DAY (Excl. Weekends and Holidays)



Oct. 18 (WED)

Accepted Appointments will be matched by the system automatically, taking into consideration elements such as 'priority level' and 'availability of the time slot'.

If the conditions match, the tentatively established appointment will be assigned the appointment time slot and will become "Established Appointment".

※Even if both parties have same slot available, there are chances that the appointment **may not become "Established"** due to other conditions.

Oct. 18 (WED)
4:59pm

Deadline: Business Matching Information Registration / Editing registered info



After this period, **you will not be able to edit the Business Matching Information**, so please be sure to complete any changes before this period.

Oct. 18 (WED)
5:00pm

Final appointment matching



You cannot cancel your appointments on the system after this final appointment matching.

Oct. 18 (WED)
6:00pm

Business Meeting Schedule Finalized



You can download your "Business Meeting Schedule"(appointment sheet) from your My Page.

Ready for downloading the required documents



Information materials and necessary documents for the day of the business meeting will be available to download from My Page of Business Matching System.

※**Buyers and Media Buyers - please print out the ID Pass (entry pass) in full color/A4 size, and bring it with you on the day of the meetings.**

Oct. 26 (THU)
27 (FRI)

The day of Business Meeting



DAY1 : OCT. 26 (THU) 10:50-17:50 Business Meetings (Session 1-11)

DAY2 : OCT. 27 (FRI) 10:50-17:10 Business Meetings (Session 12-21)

※When all of your scheduled meetings are finished, register "MTG Status" from your My Page. Submission of signed Appointment Sheet is not necessary. However, if you are applying for subsidy of Buyers(only for Japanese companies under certain conditions), you need to print out and bring **Finalized Appointment Sheet**, and have your counterpart sign the sheet after each session (or a memo of the meeting result such as No Show). The procedure of application will be announced later.

| What is the difference of each registration?

[BUYER: Difference between VISITOR REG. and BUSINESS MATCHING INFORMATION REG.]

Visitor registration is a step necessary to visit the venue. You cannot take part in the Business Meetings just by Visitor registration. If you wish to participate in the Meetings, you need to apply for Business Matching as well, and get the approval of the Organizer. To apply for Business Matching, you need to complete the Visitor registration first. Please be advised that from this flow, you will be registered as a Buyer, and will not be able to participate as a Seller.

[MEDIA BUYER: Difference between MEDIA REG. and BUSINESS MATCHING INFORMATION REG.]

Media registration is a registration necessary to visit the venue for Media personnel. You will not be able to participate in the Business Meetings just by Media Registration. If you register for the Business Matching Information and your registration is approved by the organizer, you will be able to attend the Business Meetings. In order to register for the Business Matching Information, you need to register for the Media first. Please note that you will be able to attend the Business Meetings as a Media, not as a Seller.

| Can anyone register for Business Matching Information?

[As a BUYER]

For Business Matching Information Registration (= participation in business meetings), you must satisfy one of the following requirements to participate as Buyer.

- Regular members / cooperating members of Japan Association of Travel Agents (JATA), travel industry member group of Japan Travel and Tourism Association, and / or member corporation of Japan National Tourism Organization (JNTO), All Nippon Travel Agents Association (ANTA) and belongs to a travel agency handling one of the following.
 - *Travel agencies in Japan dealing with overseas travel (purchasing overseas, person in charge of establishing product planning, group sales personnel)
 - *Travel agencies in Japan dealing with domestic travel (purchasing of domestic travel, person in charge of establishing product planning, group sales person)
 - *Travel agencies in Japan dealing with travel to Japan (purchasing visits to Japan, person in charge of organizing product planning, group sales personnel)
- Global Buyers who are from JATA Overseas Allied Member companies and would like to do Buyer acts with TEJ Overseas Sellers and Travel Solution Exhibition 2023 Sellers.
- Companies / organizations registered as TEJ Exhibitors
- Media companies selected by the Organizer
- Japanese companies approved by the Organizer, and that have agreed to pay Business Meeting Matching System Usage Fee
(5,000jpy/per registration)

[As a MEDIA BUYER]

Only people who satisfy the following requirements can register for Business Matching Information under the Media category.

- Members of the press who can cover "Tourism Expo Japan" and release articles or broadcast programs about it.
- Members of the press who wish to participate in the Business Meetings as a Buyer.
- Members of the press who are one of the following;
 - Editors, reporters (writers), or photographers of newspaper companies or publishers with periodical publications.
 - Freelance journalists or writers who have had their articles published in the above mentioned publications.
 - Editors, writers, or photographers of the internet news or information sites set up by corporations.
 - Journalists and crews of TV production companies (including BS・CS・cable・internet TVs)
 - Reporters and staff of radio production companies
 - Reporters and photographers who have coverage contracts with the above mentioned production companies or editorial staff.
- ※ Sales and advertising departments of advertising agencies, newspapers, publishers, television stations, radio stations, etc. (including those assigned to the exhibitors), PR companies, people who have set up blogs as individuals will not be eligible for Media registration.

[As a SELLER]

Only Exhibitors of Tourism EXPO Japan 2023 Osaka・Kansai and Travel Solution 2023 can participate as Sellers.

Frequently Asked Questions

| I want to participate in the business meetings as a participant in another category

[As a SELLER, not as a BUYER]

Only Exhibitors of the EXPO and Travel Solution 2023 can register as Sellers. If you are not an Exhibitor, you cannot participate in the Business Meetings as a Seller. If you are an Exhibitor and wish to participate as a Seller, please register yourself as a Meeting Participant from your Exhibitor registration system. Then, proceed to Business Matching Information registration.

[As a SELLER, not as a MEDIA BUYER]

Only exhibitors of the EXPO can register as Sellers. It is not possible for Media Buyer registrants to have sessions with Buyers.

| How can I enter “My page”?

My page login ID : <https://tej2023.jcdbizmatch.jp/en/Login>
 ID : Registered email address
 Password : Set by you

*If you forgot your password, please click “Forgot your password?” and follow the instructions.

Log In to Your Account Page

Log in using the password you set when registering as an exhibitor/visitor.

Login ID (E-mail)
 Password

[Forgot your password?](#)
 Haven't got an account yet?
[Register as a visitor here.](#)
[Register as media here.](#)

| I am not able to participate in the Business Meeting anymore. What should I do?

If you are registered in the Business Matching as a participant in the business meeting and wish to cancel any of the meeting appointment(s), please notify your business partner via the message function.

In addition, please send an email to the Business Meeting Secretariat (bizmtg@bsec.jp) with the following information.

[name of your company / name of registrant / session number to be cancelled/ name of the business meeting partner]

| Inquiries

Business Meeting

Tourism EXPO Japan Business Meeting Secretariat

TEL: +81(0)36737-9389

Email: bizmtg@bsec.jp

Open: Weekdays 10:00-17:00

Interview, Coverage

Tourism EXPO Japan

Promotion Office

TEL: +81(0)36205-7027

Email: press@t-expo.jp

Open: Weekdays 10:00-17:00

Exhibition

Tourism EXPO Japan

Exhibition Secretariat

TEL: +81(0)35510-2009

Email: Exhibition@t-expo.jp

Open: Weekdays 10:00-17:00

Forum & Seminar

Forum & Seminar Secretariat

TEL: +81(0)35510-2004

Email: forum@t-expo.jp

Open: Weekdays 09:30-17:30

Other

Overall of Tourism EXPO Japan

Tourism EXPO Japan

Promotion Office

TEL: +81(0)35510-2004

Email: event@t-expo.jp

Open: Weekdays 09:30-17:30