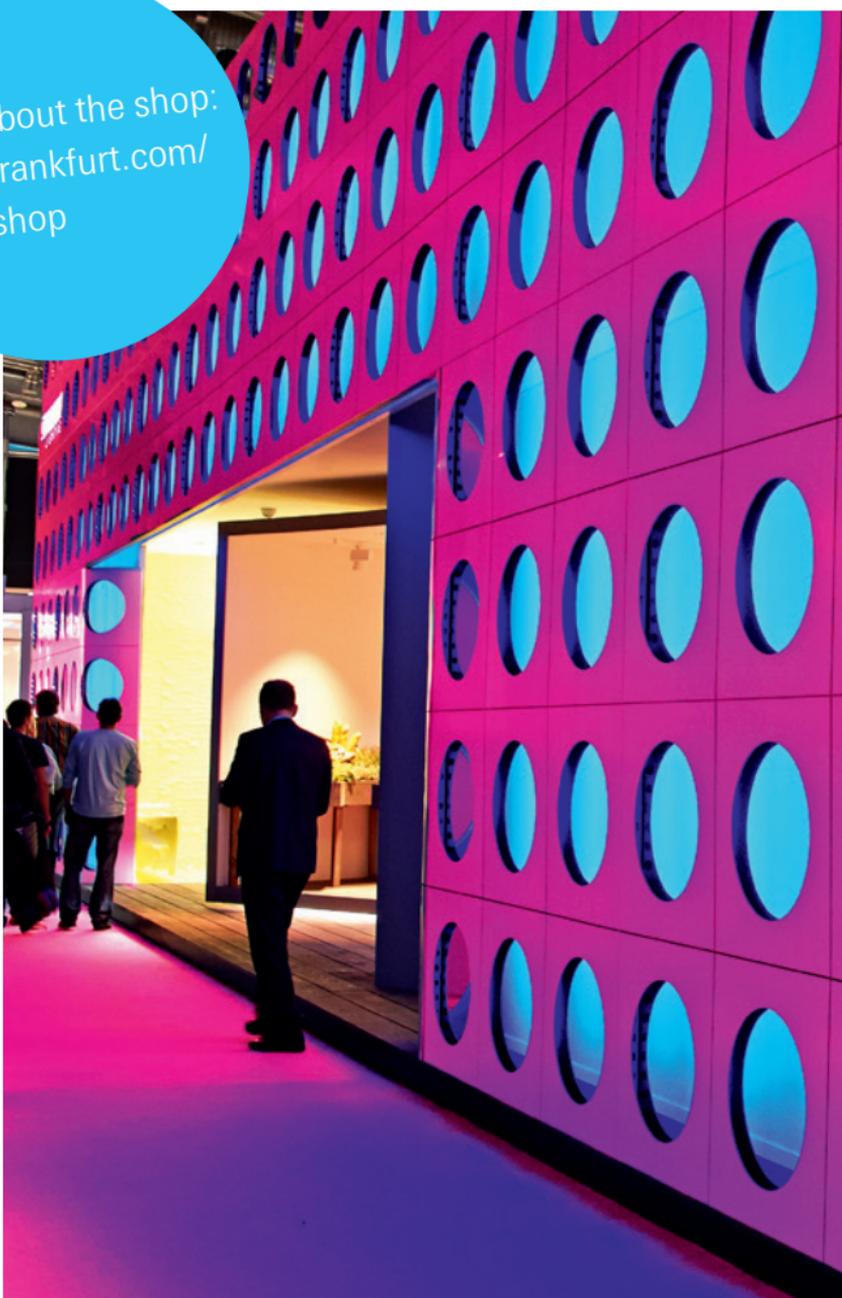


Shop for Exhibitor Services

Stand services
for exhibitors and
stand construction companies

Video about the shop:
[messefrankfurt.com/
howtoshop](https://messefrankfurt.com/howtoshop)



What you can look forward to:

- ➔ Fresh design
- ➔ Simplified operation
- ➔ Convenient functions
- ➔ Joint trade fair preparation
- ➔ Clear user management

Welcome to Messe Frankfurt!

Take full advantage of your trade fair presentation and make a lasting impression on your business partners and visitors.

The Shop for Exhibitor Services offers you a wide range of services with which to make your appearance even more successful. You can order your desired products and services easily online – here is an overview:



- ➔ System and individual stand construction



- ➔ Stand Engineering
Electricity, water, telecommunications etc.



- ➔ Stand equipment
Furniture, carpeting, decorations, media equipment etc.



- ➔ Stand Services
Security, cleaning, hostesses/hosts etc.



- ➔ Marketing and Press Services
Advertising on the exhibition grounds, banners etc.



- ➔ Exhibitor Passes and Tickets
Admission tickets and parking permits



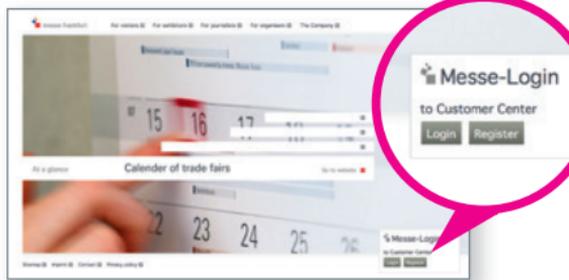
- ➔ Catering and Events
Stand parties, stand delivery



- ➔ Logistics

Here's how you can access the shop:

Go to www.messefrankfurt.com and login to the Customer Centre using your Messe-Login. This is the combination of your email address and your password. Once you have done so, click on the "Shop for Exhibitor Services" tile. As soon as the shop is open, we will automatically send you an email letting you know that you can begin placing your orders.



➔ You do not already have a Messe-Login?

As an exhibitor at Messe Frankfurt, we have already set up your personal account. We sent you an email from myaccount@messefrankfurt.com for this purpose. Simply click on the registration link to activate your account. Once you have chosen your password, you will be able to log into the shop.

➔ You already have a Messe-Login?

Then we have already provided your account with the necessary authorisations to allow you to use the shop and place orders. You were also sent an email from myaccount@messefrankfurt.com for this purpose.

➔ You do not already have a Messe-Login and you have not received an email?

Go to www.messefrankfurt.com, click on "Messe-Login" and then on "Register". Fill in the fields, then click on "Create MyAccount". If the email address you have entered does correspond to a not activated account, you will be given an opportunity to request a new email with a confirmation link. Please be sure to use the email address that you specified in your Intention to Exhibit.

Would you and your team also like to plan your stand online?

Under the menu item "User Management" you can manage your colleagues, partners and trade show suppliers and authorise other individuals to place orders.

➔ Send your stand code

You can authorise other individuals to place orders for your stand and on your account. Simply give them your personal stand code. It is only valid for the specific stand.

➔ Designate representatives

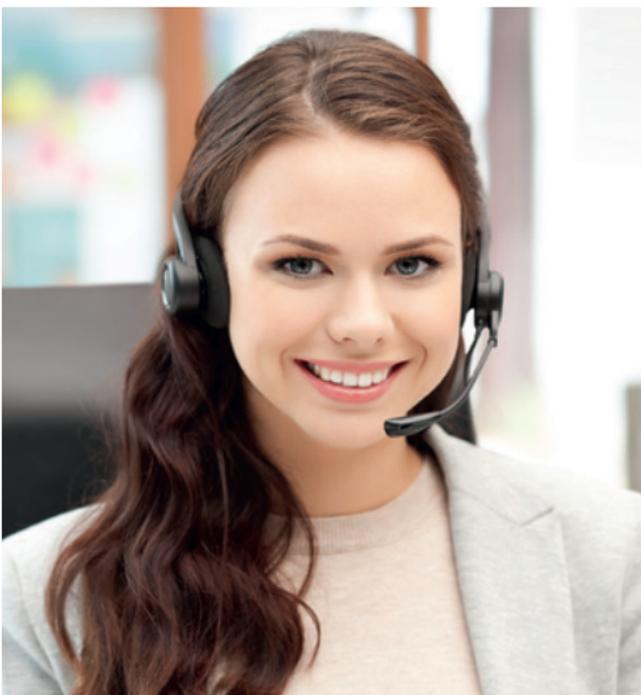
If you would also like to authorise additional individuals (e.g. your colleagues) to utilise all of the functions in the shop, you can designate them as representatives.

Please note:

The contact person who is named in the Intention to Exhibit is the only one who enjoys full authorisation in the shop. Other individuals must use the stand code or the representative function when placing orders, and must set up their own personal Messe-Login.

Take a look around our Shop for Exhibitor Services!

If you have any questions,
we will be happy to assist you.



Shop hotline:

+49 69 7575-2999

Or you can find out more at:

www.messefrankfurt.com/howtoshop

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