



# Match & Meet FAQs

## Questions about the Match & Meet service

### 1. What is Match & Meet?

Match & Meet is a platform that matches suppliers and potential customers based on their profiles, and helps them get in touch. It's easy to initiate contacts with potential business partners before a trade show begins, which can then be pursued face-to-face at the event.

### 2. Who is the Match & Meet service for?

Match & Meet is for exhibitors and visitors (potential customers). The service can help anyone who is looking for new customers, network partners, information sources or investors – because personal contact is the basis for business success.

### 3. Is Match & Meet available in languages other than German?

Yes, Match & Meet is also available in English. You can change the language setting on the website at any time.

### 4. What are the different Match & Meet modules?

The modules range from free basic registration on the online platform to individual appointment scheduling. The following modules are available:

#### Free registration (only for exhibitors)

Free registration lays the groundwork for better networking:

- Create your personal profile so that the target customers that match your profile input can find you
- Receive and confirm contact and appointment requests
- View the current number of possible matched business contacts in the database
- Opt for the full Match & Meet package at any time if you decide you want to actively connect with contacts yourself

#### Match & Meet

Worldwide online business matching including scheduling of appointments with potential business partners

- Create a personal match profile
- Receive direct access to the Match & Meet database as well as an individual match list with potential business contacts – regularly updated
- Use convenient search and filter functions to sort your matches
- Receive and confirm contact and appointment requests
- Select your priority customers / partners and send your own contact and appointment requests
- Take advantage of the automated appointment-setting function
- Manage your meetings in the online appointment calendar

### 5. How much does the Match & Meet service cost?

The Match & Meet service is free of charge for visitors (potential customers). For exhibitors and non-exhibiting suppliers, the following conditions apply: €99\* (three-day access), €300\* (run time up to 3 weeks after the respective event).

\* Prices are subject to VAT and valid for all participants unless otherwise indicated

# Questions about the Match & Meet service

## 6. Match & Meet subscription periods

Match & Meet is of unlimited duration for visitors (potential customers). For exhibitors, the following conditions apply:

### - Match & Meet (three-day trial package)

**Exhibitors:** Subscription/activation begins with the first login on the relevant trade fair website (with OBS booking).

### - Match & Meet

**Exhibitors:** Subscription/activation begins with the first login on the relevant trade fair website (with OBS booking) and ends 3 weeks after the respective event.

## 7. Can I cancel Match & Meet?

No, Match & Meet **cannot** be canceled, because the service is made available to you online immediately after booking it.

## 8. Do I need to register as a Match & Meet user?

Yes, to use Match & Meet you need to register with the service.

## 9. How do I register for Match & Meet?

Please follow the next steps according to your user role:

### - As a visitor (demand-side users):

**The trade fair website:** Please follow the appropriate link:

- [www.domotex.de/en/match-making](http://www.domotex.de/en/match-making)
- [www.didacta-hannover.de/en/match-making](http://www.didacta-hannover.de/en/match-making)
- [www.cebit.de/en/match-making](http://www.cebit.de/en/match-making)
- [www.hannovermesse.de/en/match-making](http://www.hannovermesse.de/en/match-making)
- [www.ligna.de/en/match-making](http://www.ligna.de/en/match-making)
- [www.interschutz.de/en/match-making](http://www.interschutz.de/en/match-making)
- [www.biotechnica.de/en/match-making](http://www.biotechnica.de/en/match-making)

**As an exhibitor** - You have two booking options:

**The OBS online ordering system:** section Match & Meet: Your Match & Meet contact manager can generate a profile using the personal order and ID number, and then log in at the appropriate login area and activate the Match & Meet service.

**The trade fair website:** Please follow the appropriate link:

- [www.domotex.de/en/match-and-meet](http://www.domotex.de/en/match-and-meet)
- [www.didacta-hannover.de/en/match-and-meet](http://www.didacta-hannover.de/en/match-and-meet)
- [www.cebit.de/en/match-and-meet](http://www.cebit.de/en/match-and-meet)
- [www.hannovermesse.de/en/match-and-meet](http://www.hannovermesse.de/en/match-and-meet)
- [www.ligna.de/en/match-and-meet](http://www.ligna.de/en/match-and-meet)
- [www.interschutz.de/en/match-and-meet](http://www.interschutz.de/en/match-and-meet)
- [www.biotechnica.de/en/match-and-meet](http://www.biotechnica.de/en/match-and-meet)

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## 10. How do I find a company and the product or solution I'm looking for with Match & Meet? How do I find the right customers for my products and solutions?

Based on your profile information, the Match & Meet tool analyzes potential business partners (match criteria: product groups, highlight topics and contact goals; search criteria: job position and function) and suggests companies in the form of a match list that can deliver exactly what you need. You can further refine the match list using filter options, and call up profiles in a detailed display.

## 11. Tip for better search results

Expand your profile with additional information: a complete presentation of your company and products has a positive impact on Match & Meet contact suggestions – the more detailed you are, the more precisely we can identify the corresponding matches. Vary your matching and search criteria to generate different hit lists.

## 12. How can I make contact with business partners?

As soon as a potential business partner is identified in your match list, you can initiate contact. Add a brief question or request that will awaken interest and provide more information about the potential business partner. You can also be contacted yourself by other Match & Meet participants. Every request for contact can be confirmed or declined, and managed later. After a successful contact confirmation, appointments can be arranged.

## 13. Where do arranged meetings take place?

You have the possibility of meeting at the exhibitor's stand. For more ease and privacy in your meetings, you can also book a conference room at the exhibition center or purchase a Premium Pass for the Premium Lounge.

## 14. Can my entire profile be viewed by every user?

Full profile information (particularly contact information) can only be viewed after confirmation of a contact.

## 15. Who supports me with Match & Meet?

You can contact the Match & Meet team via:

Tel.: +49 511 89-34550

E-mail: [match&meet@messe.de](mailto:match&meet@messe.de)

## 16. I forgot my password

If you forget your password, click on "Password reset" in the sign-in area and you will be sent an email with a link to create a new password.

## 17. I wish to stop participating in Match & Meet

Viewing of your personal data by other Match & Meet participants, and thus participation in Match & Meet, can be deactivated at any time.

## 18. I want to delete my Match & Meet profile

You can delete your Match & Meet profile and thereby also your profile for the relevant trade fair at any time on the website.



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**Please contact us if you have any questions  
about our Match & Meet service:**

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