



第十一屆澳門國際旅遊（產業）博覽會
11.^a Expo Internacional de Turismo (Indústria) de Macau
11th Macao International Travel (Industry) Expo

澳門威尼斯人金光會展 展館A及B

The Venetian Macao - Cotai Expo Hall A & Hall B

30/6 - 2/7/2023



Online Application Guide for Exhibitors

Organizer



澳門特別行政區政府旅遊局
DIRECÇÃO DOS SERVIÇOS DE TURISMO
MACAO GOVERNMENT TOURISM OFFICE

Enquiry

Tel : (853) 2870 3707

Fax : (853) 2870 1083

Website : www.mitexpo.mo

E-mail : info@mitexpo.mo

Website

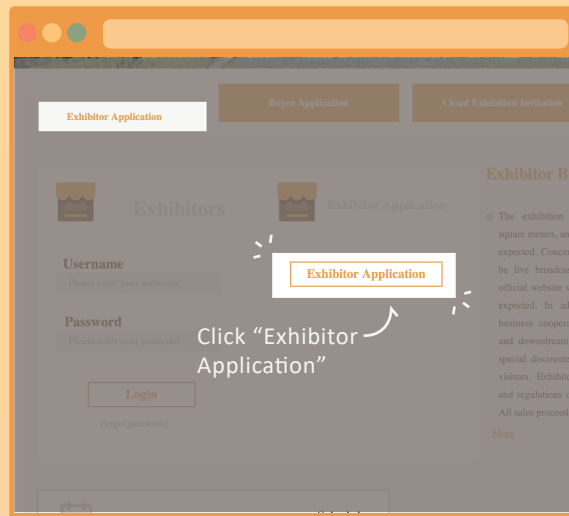


01 Application

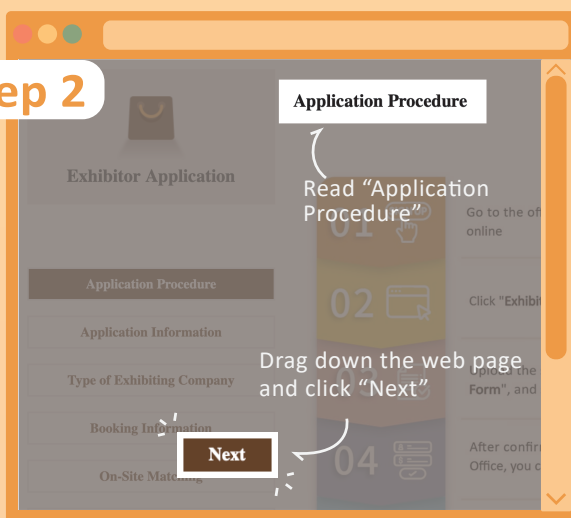
Step 1



OR



Step 2



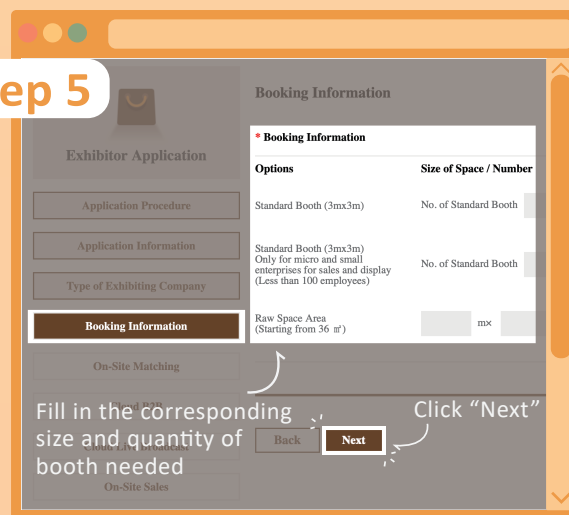
Step 3



Step 4



Step 5



Step 6

On-Site Matching

Choose Application "Yes" or "No"

Application Procedure

Application Information

Type of Exhibiting Company

Booking Information

On-Site Matching

Cloud B2B

Cloud Live Broadcast

*** Whether to participate in On-Site Matching**
On site business negotiation between exhibitors and buyers

☐ Yes ☒ No

Click "Next"

Back Next

Step 7

Cloud B2B

Exhibitor Application

Application Procedure

Application Information

Type of Exhibiting Company

Booking Information

On-Site Matching

Cloud B2B

Cloud Live Broadcast

*** Whether to participate in Cloud B2B**
In order to promote the results of business travel (Industry) Expo has specially established a system. Exhibitors and buyers can be matched before the exhibition, and a matching system generated. At the same time, exhibitors can be matched through this platform.

☒ Yes ☐ No

Interested buyer type (multiple choices)

Drag down the web page and click "Next"

Next

Step 8

Cloud Live Broadcast

Exhibitor Application

Application Procedure

Application Information

Type of Exhibiting Company

Booking Information

On-Site Matching

Cloud B2B

Cloud Live Broadcast

On-Site Sales

Seminars

Would you like to participate in the 'Cloud Live Broadcast'?

☐ Yes ☒ No

Click "Next"

Back Next

Step 9

On-Site Sales

Seminars

Promotion

Official Guide Information

Exhibitors who sell on-site must download the Sales goods declaration form, fill it out and send to info@mitexpo.mo before 20th May 2023. If it is overdue, exhibitors will not be able to sell on-site.

«Sales goods declaration form» Download

Click "Next"

Back Next

Step 10

Seminars

Exhibitor Application

Application Procedure

Application Information

Type of Exhibiting Company

Booking Information

On-Site Matching

Cloud B2B

Cloud Live Broadcast

On-Site Sales

Seminars

*** Whether to participate in seminars**

☒ Yes ☐ No

Click "Next"

Back Next

Step 11

Promotion

Exhibitor Application

Application Procedure

Application Information

Type of Exhibiting Company

Booking Information

On-Site Matching

Cloud B2B

Cloud Live Broadcast

On-Site Sales

Seminars

Promotion

Want to join?

☒ Yes ☐ No

Click "Next"

Back Next

Step 12

Exhibitor Application

Application Procedure

Application Information

Type of Exhibiting Company

On-Site Matching

Cloud B2B

Cloud Live Broadcast

On-Site Sales

Seminars

Promotion

Official Guide Information

Fascia board and official guide display information

☒ It is hereby declared that all the information provided above is accurate. The name of the organization displayed on the fascia and the official guide is as follows. Please confirm.

Name of Company/Organization (Chinese)

optional

*Name of Company/Organization (English)

2

Personal Information Collection Statement

1.The personal information collected in this form and the documents submitted will be used for processing of this application, service statistics, research and/or registration purposes. The personal information and documents will be stored in the MITE's-information system for the handling of various kinds of services and/or applications provided by the MITE.

2.Such information may be transferred to other authorized entities to fulfill statutory obligations.

3.The applicant has the right to request access correction or update of the personal information in this application held by MITE.

4.The information collected in connection with your application will be kept confidential and treated with due care by MITE staff until the completion of your application and the expiry of the storage period. The information will then be destroyed or archived.

5.MITE will transfer part of the information to the Pre-Scheduled Appointment system running on servers in Macao to enable exhibitors and buyers to make appointments and communicates before the expo.

☒ I have read the above statement and agree MITE to the processing of my personal data.

Click "Next"

Back Next

Step 13

Expo Internacional de Turismo (Industria) de Macau

Macau International Travel (Industry) Expo

Information registration is successful!

Registration completed!

We will contact you/your company once your application is confirmed and approved. You can continue to the next step once it is confirmed. The commissioner will contact your company/organisation. If it is not approved, no notice will be given.

02 Submit “Exhibitor Confirmation Form”

Step 1

Exhibitor Application

Click “Exhibitor Application”

Enter your account and password, which are the email and password you provide when registering.

Username
Please enter your username

Password
Please enter your password

Click “Login”

Login

Forgot password?

Step 2

Print the exhibitor confirmation form

click “Print and upload the exhibitor confirmation form”

Print and upload the exhibitor confirmation form with your signature

Print and upload the exhibitor confirmation form

You can change information here if needed. New exhibitor confirmation form must be printed before you sign and upload.

*Deadline for uploading the exhibitor confirmation form is 31st May, 2023

Print Upload

03 Upload “Business License”

Upload business license

Click “Upload the exhibitor confirmation form”

Print and upload the exhibitor confirmation form

Upload

Upload business license

1. Macao exhibitors should submit a valid business tax M/8 or M/1.
2. For non-Macao exhibitors, please submit a valid business license/business registration issued by the authority of your country/city.

04 Pay for the Booth

Step 1

The screenshot shows the 'Pay for the booth' interface. The 'Transfer payment' radio button is selected. The page includes a sidebar with 'Exhibitor Admin', 'Login successful', 'Upload the exhibitor confirmation form', 'Pay for the booth', 'Exhibitor badge registration', and 'Cloud B2B'. The main content area displays bank account information for MOP, HKD, and USD, and an 'Upload' button. A callout box points to the 'Pay for the booth' button in the sidebar.

Pay for the booth

☒ Transfer payment ☐ Online payment

Choose "Transfer payment" or "Online Payment"

Click "Pay for the booth"

Upload the exhibitor confirmation form

Pay for the booth

Exhibitor badge registration

Cloud B2B

Upload

Step 2

This screenshot shows the 'Pay for the booth' page with 'Transfer payment' selected. It displays the bank details for the Macau Travel Agency Association, including the bank name, address, and account numbers for MOP, HKD, and USD. An 'Upload' button is highlighted with a callout box. A note states: 'If you choose "Transfer payment", please pay according to the information provided on the website.' Another note says: 'Please upload the proof of transfer payment.'

Pay for the booth

☒ Transfer payment ☐ Online payment

Choose "Transfer payment".

Pay the deposit

Account Name Macau Travel Agency Association

Bank INDUSTRIAL AND COMMERCIAL BANK OF CHINA (MACAU) LIMITED

Address Avenida da Amizade, No.555, Macau Landmark, Torre ICBC, 18 Andar, em Macau

ICBKMOMX ICBKMOMX

MOP Account No 0119 1013 0000 1082 061

HKD Account No 0119 1013 0000 1081 957

USD Account No 0119 1013 0000 1082 185

If you choose "Transfer payment", please pay according to the information provided on the website.

Please upload the proof of transfer payment.

Upload

OR

This screenshot shows the 'Pay for the booth' page with 'Online payment' selected. It displays the details for a 'Standard Booth', including the area (9 m²), structure (3m x 3m x 2.5m), and unit price (MOP 680.00). A 'Quantity' selector is set to 0. The 'Total price' is MOP 0. 'Online payment' and 'Transfer payment' buttons are visible. A note states: 'Please select the type and quantity of booths needed, then click "Online Payment" to complete your payment.' Another note says: '* Those who choose online payment, it will be calculated in MOP. If payment is made in other currencies, the final amount paid will be subject to the exchange rate of the currency paid to MOP on the day of payment is made.'

Pay for the booth

☐ Transfer payment ☒ Online payment

Choose "Online payment".

Please select the type and quantity of booths needed, then click "Online Payment" to complete your payment.

Standard Booth

Area: 9 m²

Structure: 3m x 3m x 2.5m (h) with white laminated panels, standard booth A: 1 sided entrance, standard booth B: 2 sided entrance

Package details

Quantity 0

Total price MOP 0

Online payment Transfer payment

* Those who choose online payment, it will be calculated in MOP. If payment is made in other currencies, the final amount paid will be subject to the exchange rate of the currency paid to MOP on the day of payment is made.

Step 3

This screenshot shows the 'View order' page. It includes a 'View order' button and a table with columns: Order number, Payment Details, Quantity, Payment amount, and Payment status. The table is currently empty.

Pay for the booth

☐ Transfer payment ☒ Online payment

After completing the payment, you can click "View order" to confirm your payment information.

View order

Order number	Payment Details	Quantity	Payment amount	Payment
--------------	-----------------	----------	----------------	---------

05 Submit List of “Exhibitors Badge Registration”

Exhibitor Admin

Login successful

Click “Exhibitor badge registration” to fill in all your exhibitors information for admission badges.

Pay for the booth

Exhibitor badge registration

Click “Add” if you have more than one exhibitor staff. Please be noted that the “Exhibitor badge registration” will close on 31st May, 2023.

Exhibitor badge registration

Exhibitor badge registration will be closed on June 27, 2023.

The Chinese name or English name must be filled, and the

*Name(Chinese)	* required
*Name(English)	* required
*Tel	* required
*E-mail	* required

Add

Name(English)

06 Submit “Sales Goods Declaration Form”

Click “FAQ” → “Download Center”

53) 2870 3707
53) 2870 0655
53) 2870 0238
info@mitexpo.mo

Schedule Application Procedure
Rates and Specifications Download
Travel Guide

Go to the bottom of the page → “News” → “Download”

Go right side of the web page → Information Bar → “Download”

Exhibitors Buyers Visitors **News**
Download

*Please email your “Sales goods declaration form” to sales@mitexpo.mo or fax to (853) 2870 0238 on or before 20th May, 2023. Sales of goods will be prohibited if you fail to submit the requested form on time.

The organizer reserves the right to final interpretation.

07 On-site Matching

