

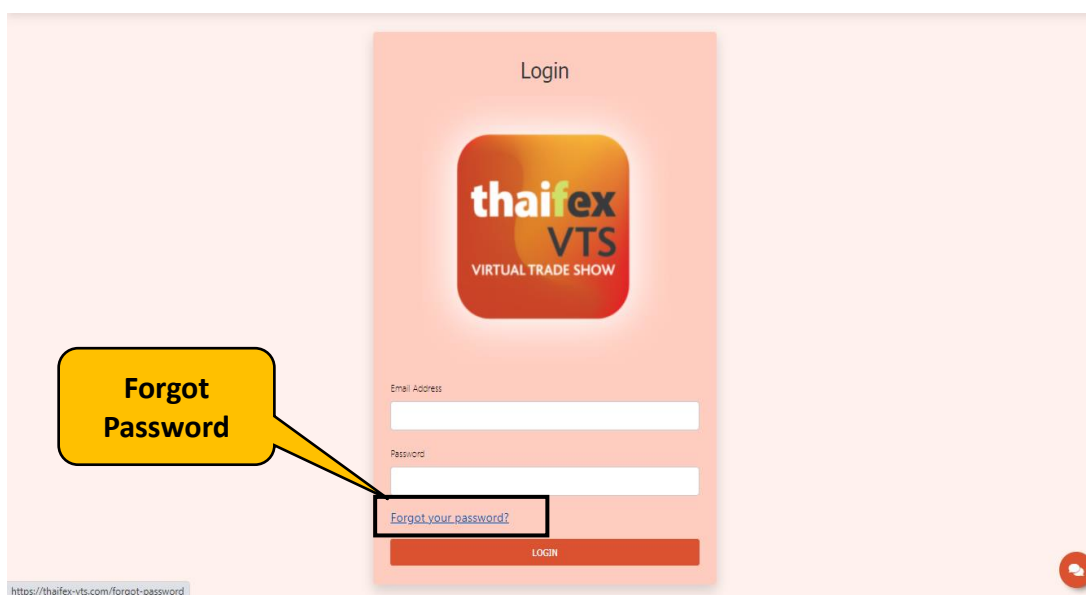
THAIFEX - Virtual Trade Show (VTS)

Buyer/Importer Registration & Business Matching Guides

1. The registration page can be accessed via:
 - URL link : <https://importer-reg.thaiflex-vts.com> or
 - QR Code



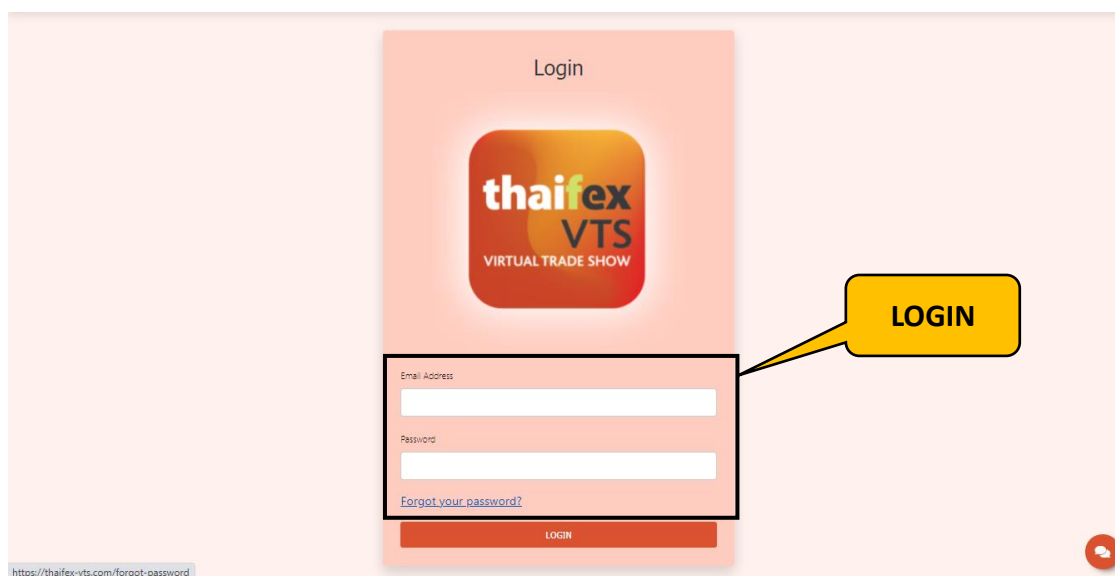
2. After the registration is completed, you will receive an auto-response email from support@thaiflex-vts.com to confirm your registration. Then you are able to visit the website and access the platform at www.thaiflex-vts.com with your user name & password.
3. Any registered buyer/importer from THAIFEX - VTS, the virtual trade show last year, can certainly use your previous user name & password to access the platform. In case, you could not recall your user name and password, please click on "FORGOT PASSWORD" button to reset the new ones.



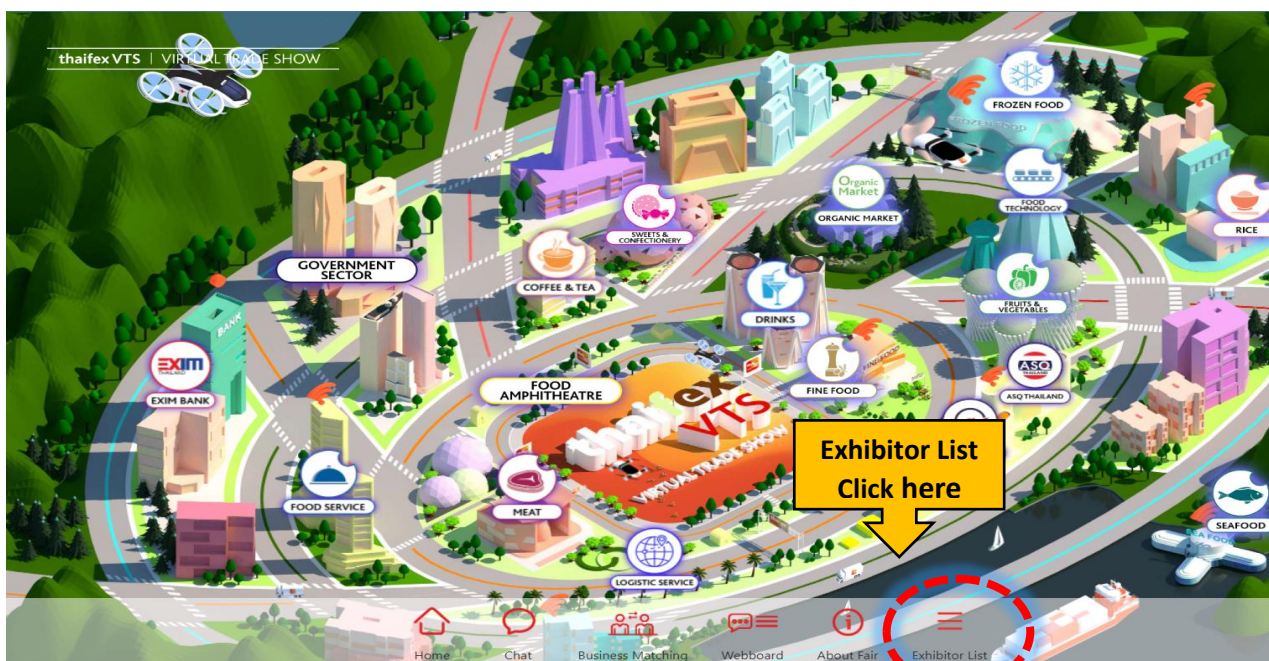
Business Matching Procedure for THAIFEX - Virtual Trade Show (VTS)

➤ How to send a request for business matching.

1. Visit THAIFEX - Virtual Trade Show via:
 - Click on “Visit THAIFEX-VTS” button shown in the confirmation email.
 - <https://www.thaifex-vts.com>
2. Log-in with your user name (your registered email) & password to access the platform.



3. Search for exhibitors from the “Exhibitor List” icon, using product category, a company name or any key word.



4. Click the “Business Matching” icon to make an appointment.



5. Select any available time slot to request the appointment with the selected exhibitor. (Please consider your time zone against Thailand time zone (U TC+7) before sending the matching request).

6. Click the “SEND REQUEST” button to send the matching request to the exhibitor, and wait for the exhibitor to confirm the appointment via an email.

REQUEST FOR MEETING APPOINTMENT

SELECT DATE (Event time zone: Asia/Bangkok)

24/May/2022 25/May/2022 26/May/2022 27/May/2022 28/May/2022

SELECT TIME (Your time zone: Asia/Bangkok)

07:00 - 07:45 Importer time : 07:00 - 07:45	08:00 - 08:45 Importer time : 08:00 - 08:45	09:00 - 09:45 Importer time : 09:00 - 09:45	10:00 - 10:45 Importer time : 10:00 - 10:45
11:00 - 11:45 Importer time : 11:00 - 11:45	12:00 - 12:45 Importer time : 12:00 - 12:45	13:00 - 13:45 Importer time : 13:00 - 13:45	14:00 - 14:45 Importer time : 14:00 - 14:45
15:00 - 15:45 Importer time : 15:00 - 15:45	16:00 - 16:45 Importer time : 16:00 - 16:45	17:00 - 17:45 Importer time : 17:00 - 17:45	18:00 - 18:45 Importer time : 18:00 - 18:45
19:00 - 19:45 Importer time : 19:00 - 19:45	19:45 - 20:00 Importer time : 19:45 - 20:00		

Please select time!

Invitation Message

**Click to
Send Request**

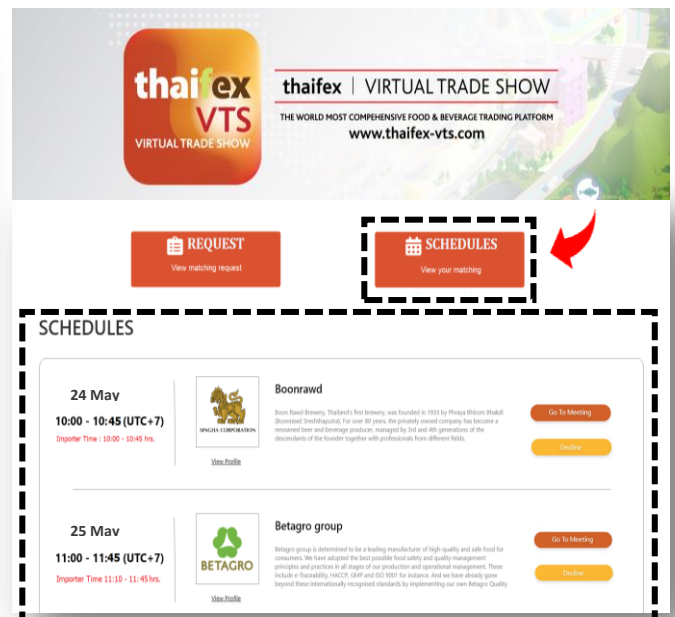
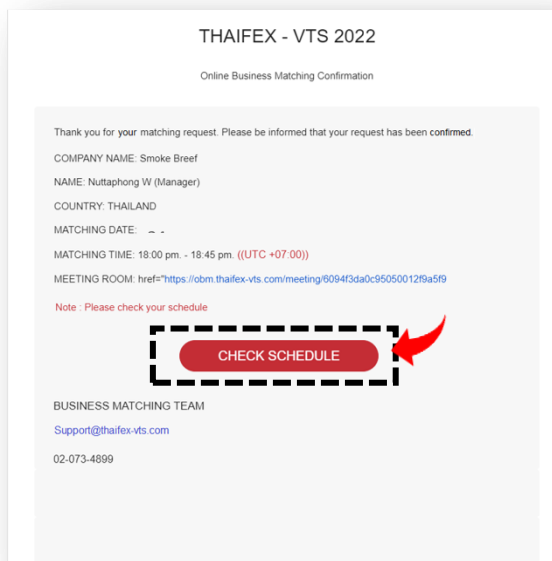
*NOTE : Please check your time before confirmation, Meeting system cannot be changed after sending request

SEND REQUEST

7. Check all your matching request, click the “Request” button.



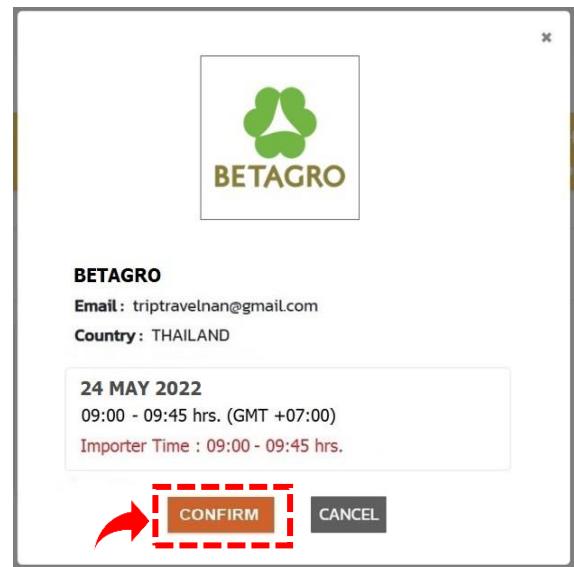
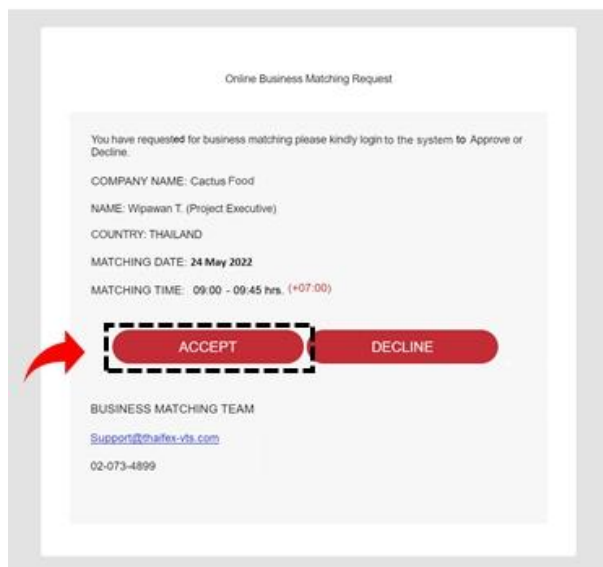
8. When your request is accepted by Exporter, an auto-response email will be sent to you. You can check the status by click the “Check Schedule” button and view all your summary schedules.



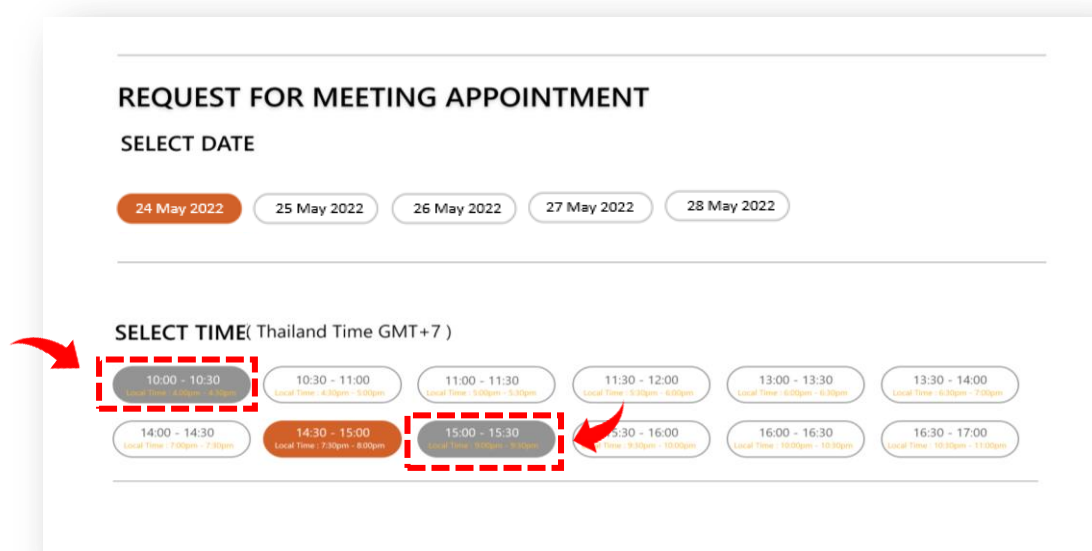
New Feature for Buyer/Importer

An exporter is entitled to request matching with any buyer/importer.

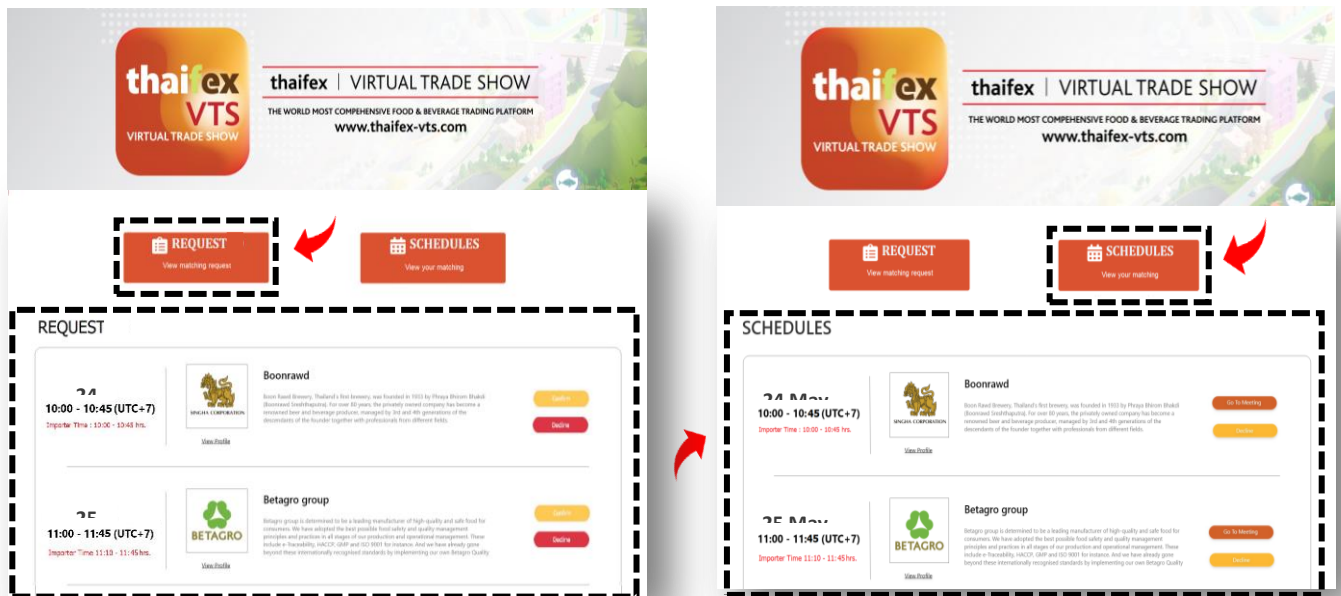
1. When an exporter requests matching with a buyer/importer, you will receive a notice email from support@thaiVTS.com, and can check the email to log in for sending confirmation or declination.



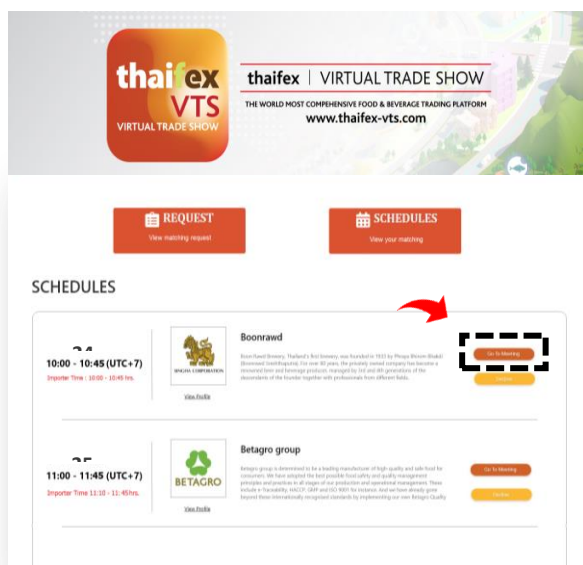
2. When matching request has been confirmed by the buyer/importer, the selected time will be booked on the schedule.



- The buyer/Importer can check the schedule requested from each exporter by clicking the “Request” button to check all schedules. After the matching request has been all confirmed, you can click the “Schedules” button.



- On the matching day, the buyer can click the “Go To Meeting” button from the schedules page, and then click the “Join Meeting”.



Click "Join Meeting" to access online business matching

With Company Name

Meeting available on 24 May 2022 Time 10:00 - 10:45 AM

Click Join meeting below



5. When accessing in the meeting room, you can start your business conversation. If you need to invite your colleague to join the meeting, you can send the meeting link to let them in.



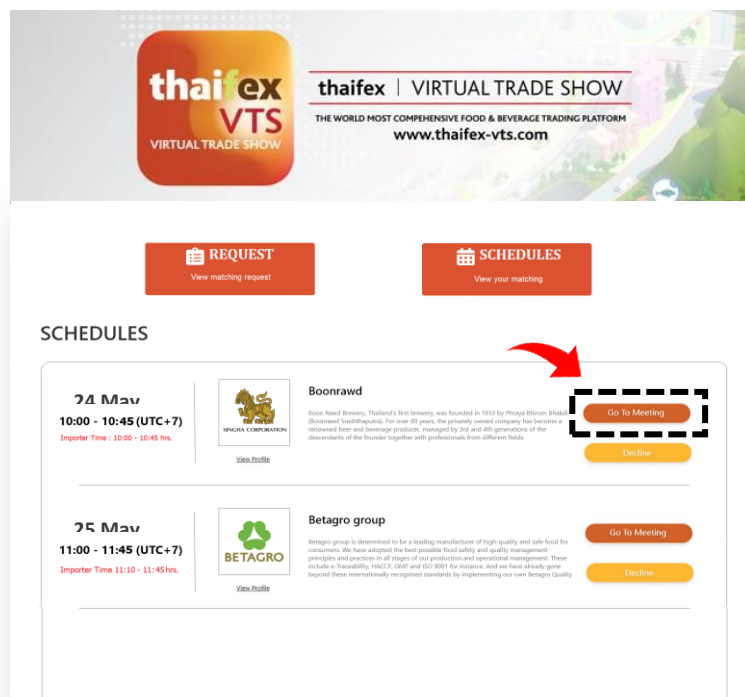
➤ **How to join the matching on the confirmed day.**

1. Access THAIFEX - Virtual Trade Show via:

- <https://www.thaifex-vts.com>, log-in with your user name & password.
Then click the “Business Matching” to check your schedule.
- Click the link <https://obm.thaifex-vts.com> (The link will be automatically sent to your email one day prior to the appointment date).



2. Click the “Go to Meeting” button by time slot sequentially.

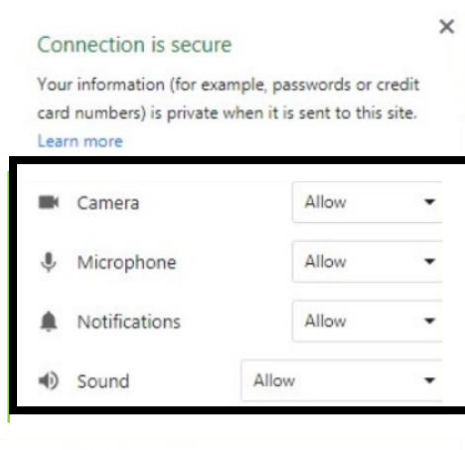


➤ **How to join the matching on the confirmed day.**

3. Check your appointment details, then click “JOIN MEETING”



4. Be aware of the notice of microphone, sound and camera will be popped up and you must click “Allow”.



5. Be able to invite your colleague to join the meeting by sending the meeting link to your colleague. Please note that each time slot will take 45 minutes, the meeting will be automatically stopped when the time ends.



Preparation for Online Business Matching

1. High speed internet is required at minimum 10 MB per second.
2. PC, Notebook or Tablet must be equipped with a camera (resolution required not lower than 720P) and a microphone and needed to be activated before accessing to the Online Business Matching room.
3. Headphone is recommended to prevent noise interruption in case simultaneous negotiations are taken place in the same area.

Contact details for more information of THAIFEX - Virtual Trade Show (VTS)

- For general information: info@thaifex-vts.com or call +66 (0) 64 264 6686
- For inquiries about the online business matching: matching01@thaifex-vts.com or call +66 (0) 95 349 7816, +66(0) 82 512 4875.
- For inquiries about the online platform: support@thaifex-vts.com or call +66(0) 63 329 6565.