



WHAT IS THE BUSINESS MATCHMAKING PROGRAM?

The Business Matchmaking Program at Events & Entertainment Exhibition is a proactive, pre show platform enabling confirmed exhibitors and pre-registered visitors to view profiles of participants and select who they want to meet at the event.

HOW TO BE PART OF THE BUSINESS MATCHMAKING?

You need to register as an exhibitor or a pre-registered visitor

Register online on <http://ee-arabia.com/>

Your company will be added to the Business Matchmaking Program at Events & Entertainment Exhibition and you will be emailed a welcome email with your username and password by the first week of November 2018

LOGIN – VIEW AND SCHEDULE YOUR MEETINGS

1. **When you log in, you will see your profile** (about your company), your timeslots for meetings and your individual matching report suggesting who you should meet.
2. Your profile has been created with the data from your registration form. You are welcome to edit most of the fields as well as add a jpeg of yourself or company logo
3. **Select who you want to meet now** – send them a meeting request and they will accept or decline the meeting with you
4. Or the Business Matchmaking Team can assist you with scheduling your meetings.

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5. Email us on e&e@bizmatchmaking.co.za if you want us to schedule for you
6. The Business Matchmaking Team will be onsite to provide you with a printout of your calendar (with contact details) for you to track your meetings.

WHY USE THE BUSINESS MATCHMAKING PROGRAM?

This program enables you to be proactive before arriving at the event maximizing the networking experience!

1. Researching through event profiles, you can select exactly who you want to meet, send a meeting request and confirm all your meetings that take place at convenient times for the meeting invitee.
2. Online diaries allow you to track your meeting requests in a real-time environment providing up to date information through your private online matchmaking account.
3. All meetings will take place on the exhibitor stands.

TIPS

- When you log in - please check your profile is correct. It will be viewed by all other companies and the target industry sectors are used to generate your matchmaking report.
- Within your profile – check your time availability. Meetings will be scheduled in these times selected.
- The earlier you update your profile and start selecting who you want to meet – the more meeting confirmations you will have!
- As new participants are confirmed to attend, they will be profiled into this program so log in often and view new matches and companies to meet.
- Too many pending meetings? Contact the Business Matchmaking Team and we will call your pending meetings for you.

PERSONAL SERVICE

We have a Business Matchmaking team to assist you with your meetings.

Please contact us if you have any questions,

