

PERSONAL ACCOUNT OF THE EXHIBITOR: INSTRUCTION

In the upper right corner of the www.mosshoes.com click «PERSONAL ACCOUNT».



Choose «EXHIBITOR» and fill in the form.

Sign up

Visitor. I want to get a ticket to the exhibition

Exhibitor. I want to take part in the exhibition

Email:

Password:

Confirm password:

First name:

Last name:

I want to subscribe to Mos Shoes news

I agree to [Data Processing Policy](#)

PERSONAL ACCOUNT

SECTION EXHIBITOR

1. Choose dates of the exhibition you participate in.
2. If you participate for the first time, mark "I'm participating for the first time" in order your company will be listed in "NEW BRANDS" section.
3. Download logo of your company. If you do not have logo, Mos Shoes logo will be placed in this section by default.
4. Put the name of your company as it should be printed on the fascia board. Please, do not indicate the legal form of your company.
5. Put e-mail and telephone. This data will be available for all visitors of the web-site.
6. Place the description of your company in Russian and English. If you do not fill in this field we will provide automatic translation via Yandex. Translation.

• Please indicate the date of the exhibition in which you want to participate

I am participating for the first time

• Please enter data for the catalog

Use damir.ivanidze@gmail.com?

 Maximum number of characters: 500

SPECIALIZATION SECTION

Mark specialization of your company choosing one of the sections of the exhibition. For example, if you choose Mos Shoes section and then Mospel, your company will be listed ONLY in Mospel section.

• The section of the exhibition in which your company participates

Mos Shoes
 Mospel
 Leather and accessories
 Informational partner
 Logistics

• Please indicate the main activities

Leather and accessories

- Genuine leather
 Artificial leather
 Accessories
 Chemical materials
 Equipment

IMAGES SECTION

You can download up to **8 photos** of your products. Required formats - **png, jpeg, jpg**

• Make your products popular and attract potential customers!

Upload product photos so that visitors and potential customers have the opportunity to plan a visit to your booth in advance. You can upload up to 8 images.

BRANDS SECTION

Put logos of the brands you present and indicate the origin of the brand. If brand coincide with the name of the company just duplicate logo. You can download up to **10 brands**.

USEFUL SECTION

Here you will find all important documents for exhibitors and catalogues of the previous exhibitions.

• Important documents for exhibitors

- Exhibitors' guide. March 2020
 The terms of participation
 Report on the exhibition. September 2019
 Instructions for filling out your personal account

• Catalogs

- Mos Shoes, September 2019
 Mos Shoes, June 2019
 Mos Shoes, March 2019
 Mos Shoes, March 2019

BADGES SECTION

This option becomes active after organizers put the space of your booth. Normally it takes a week time after you fill in all data in your personal account. Please, note that the quantity of badges is calculated in the following way - 1 badge per each 5 meters of the booth space.

• Dear Exhibitor!

For your stand 15m² there are 3 badges. They can be made personal.

Attention!

Names on badges can be edited ONLY before sending to the manager. After editing it will be impossible.

I confirm sending the list of badges to the manager

INVITE CUSTOMERS SECTION

You can invite your clients to visit your booth during the exhibition. Just put e-mails and names of the persons you invite.

You can provide VIP status to the most important customer. VIP status guarantee access to lounge areas of the exhibition. NOTE, you can't give VIP status to your employees. In this case, we can cancel VIP status.

• Invite customers!

 Does the guest have a VIP status?

The status of a VIP visitor provides an opportunity to receive informational materials of the exhibition for free and take advantage of the support of the curator of the buyer's program. You can invite up to 10 VIP guests.

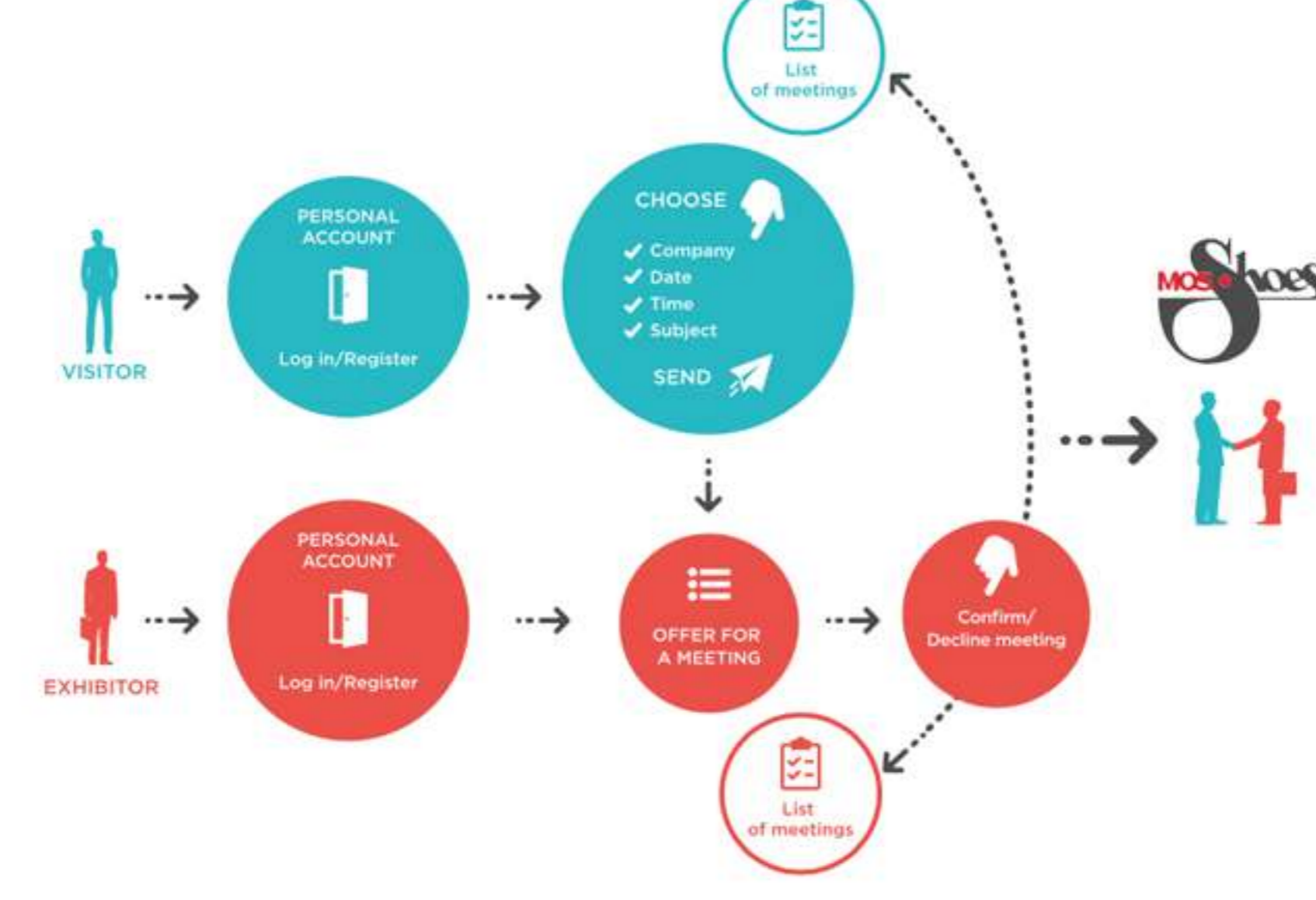
SCHEDULE THE MEETING SECTION

Many visitors plan their visits of the booths in advance and appoint meetings in advance. In this section you will see requests for meetings with your company. You can cancel or confirm the meeting.

Information about meetings request will be send to the e-mail you've indicated during registration of your personal account.

• «Schedule the meeting» service

«Schedule the meeting» service aims to make you participation or visit to Mos Shoes exhibition as much as comfortable and effective as it can be. To confirm the time of the meeting with the company you are interested in, you can plan your day and establish contacts with necessary people.



You have not yet made an appointment

WILL BE GLAD TO ASSIST YOU!

If you have some technical issues connected with your personal account, please, contact our technical department <https://mosshoes.com/support-ru>.

Indicate your name and e-mail and describe problem. We will help you asap.