

VISIT JAPAN Travel Mart 2019 - ASEAN · INDIA -

Buyer Registration Manual



October 2019

● Schedule

Period of Registration

2:00pm (JST) **October 14** (Mon)
Through
5:00pm (JST) **October 25** (Fri)

Notification of approval / rejection of participation

An e-mail notifying whether or not your participation has been approved will be sent in approximately 1 week after your Registration Form is received.

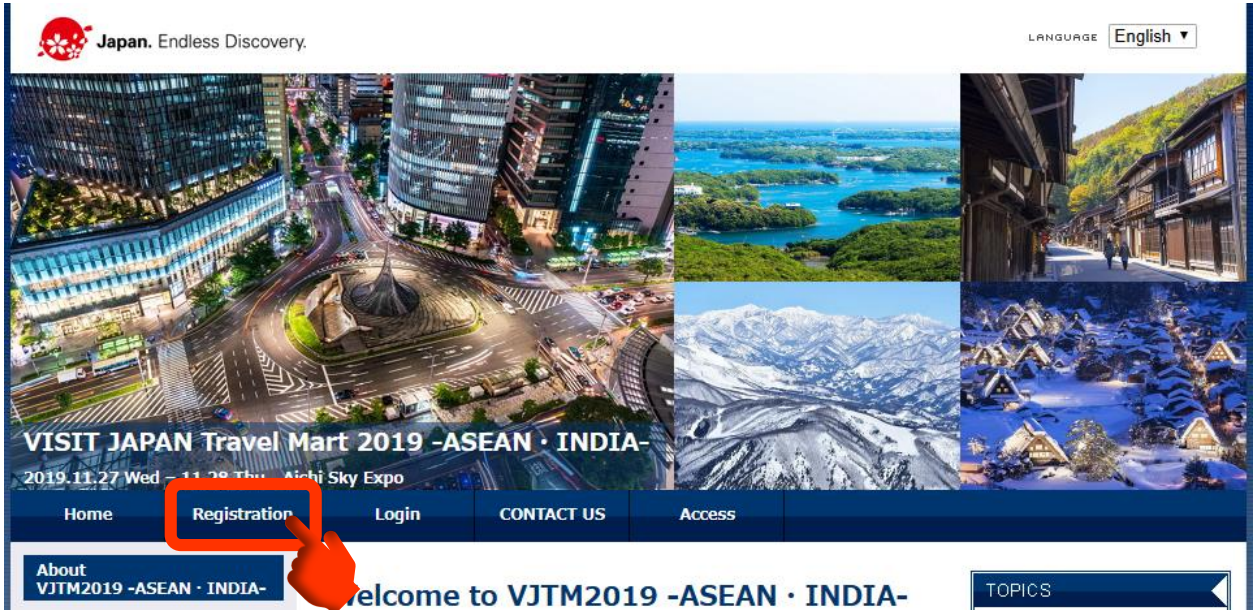
● Notes

- Please take a special care not to make a mistake on the first entry of your e-mail address.
- Any mistake in your e-mail address will prevent us from sending the message with the URL for the New Registration Form.
- Please enter accurate information in the New Registration Form.

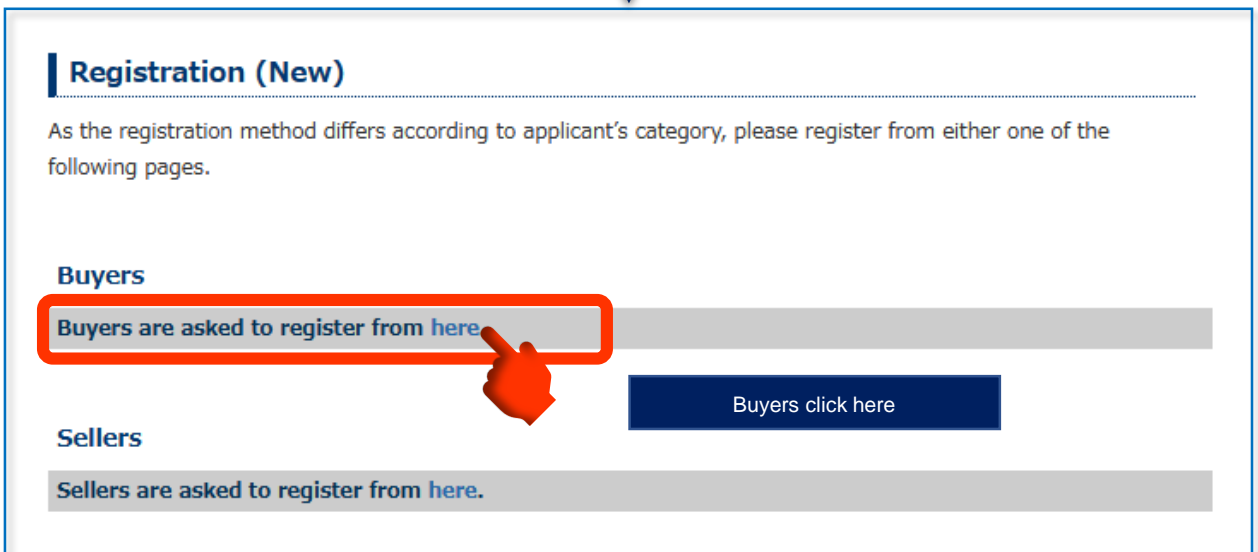
New registration process for VJTM2019 -ASEAN· INDIA-

- URL to the official website of VJTM2019 -ASEAN· INDIA-
<https://www.vjtmajp/>

- Redirect to the page for entering e-mail address



- Please continue to the next page by clicking the "New Registration" button on the official website after 2:00 pm (JST) on October 14 (Mon).



● Sending and registering your e-mail address

Interim registration

After you send your e-mail address, you will receive an e-mail notification with the URL that contains a page where you can apply for participation. Please click the URL in the e-mail and enter the required items in the application form. Please send the application from by the registration deadline : October 25 (Fri) 2019 17:00 (JST).

e-mail



The e-mail notification will be transmitted immediately after you send your e-mail address. If you do not receive the e-mail notification within 1 minute, please check your spam folder, as the e-mail may be in that folder as a security measure. If you do not locate the e-mail, please inquire with the secretariat.

Secretariat of VISIT JAPAN Travel Mart 2019 -ASEAN · INDIA-

E-mail: buyer@vjtmaj.jp

Send

- Please click the "Send" button after entering e-mail address for registration.
- Please take care not to enter wrong e-mail address. A wrong e-mail address would prevent the delivery of our message with further information.



Registration for Buyers

Thank you very much for your cooperation for registration procedure.

We inform you of the URL for registration by auto reply e-mail. Please access the URL indicated in this mail and complete registration procedure.

- After you submit your e-mail address, an e-mail containing a URL to access the Registration Form will be sent automatically.
- The e-mail will be sent within 1 minute after your e-mail address submission. If you do not receive the E-mail within 1 minute, please check your "Spam" folder as it may be placed there for security reasons. If you still cannot locate the e-mail, please contact the Secretariat.

Contact Us

Secretariat of VISIT JAPAN Travel Mart 2019 - ASEAN · INDIA -

E-mail : buyer@vjtmaj.jp

TEL : +81-3-5539-2788

FAX : +81-3-6737-9444

Business hours: 9:30 a.m. - 5:30 p.m. (Monday through Friday except public holidays)

● E-mail with URL to access Registration Form

Title of the E-mail: VJTM2019 -ASEAN· INDIA- Please complete your application.

Thank you very much for your interest to participate in "VISIT JAPAN Travel Mart 2019 -ASEAN· INDIA- (VJTM2019 -ASEAN· INDIA-)"

Click the URL shown below and go to the application form.

(Ex.) <https://www.vjtmajp.jp/next/j/registration.php>



- This e-mail contains a URL to access the Registration Form. By clicking this URL or copy & pasting it into a web browser, you can visit the page for the Registration Form.
- This URL is attached to the e-mail address you registered. Once your application using the Registration Form from this URL is done, this URL will become invalid.



● Consent to Participation Guidelines

Registration for Buyers

Important matters

Please read and agree to the Participation Guidelines for Buyers as well as the Privacy Policy and then click "Go next."
Enter the necessary items in the Participation Application Form for Buyers and send it after checking the details of entry carefully.
An e-mail with the result of your application will be sent after 1 week we receive the e-mail of your application for participation.

Participation guidelines

[Participation guidelines for Buyers]

1. Organizer and other parties

"Organizer" hereunder refers to the Japan National Tourism Organization (JNTO). "The Secretariat" refers to an operator outsourced by the Organizer to plan and operate the VISIT JAPAN Travel Mart 2019 -ASEAN · INDIA- (hereafter, "VJTM2019 -ASEAN · INDIA-").

2. Intended p

I agree
with the clauses above.

Go next

- By continuing to the Registration Form page, a page with all clauses of the Participation Guidelines and Privacy Policy will be displayed.
- Please check the box of "I agree" at the bottom of the page after reading through the Participation Guidelines and Privacy Policy, and then click the "Go next" button.
- If you do not agree to the Participation Guidelines and Privacy Policy, you will not be approved to participate in VJTM2019 -ASEAN· INDIA-.

● Filling out the Registration Form

Registration for Buyers

Note) Please fill in all items in English.

Please complete all items specified in the following form.

Participation Guidelines Privacy Policy	<input checked="" type="checkbox"/> I agree
Registrant information	<input type="radio"/> Registrant is same as Participant. <input type="radio"/> Participant will be different from Registrant.
Company	(English name) <input type="text"/> (Original language) <input type="text"/>
Country	Please check the item that apply. <input type="radio"/> Thailand <input type="radio"/> Singapore <input type="radio"/> Malaysia <input type="radio"/> Indonesia <input type="radio"/> Vietnam <input type="radio"/> Philippines <input type="radio"/> India
Present address	Postal code <input type="text"/> <input type="text"/>
TEL	Please do not enter the country code. <input type="text"/> - <input type="text"/> - <input type="text"/>
FAX	<input type="text"/> - <input type="text"/> - <input type="text"/>
e-mail	adobe@placer.jp
Mobile phone number	<input type="text"/> - <input type="text"/> - <input type="text"/>
Name	Family name : <input type="text"/> First name : <input type="text"/>
Gender	<input type="radio"/> Male <input type="radio"/> Female
Department	<input type="text"/>
Position	<input type="text"/>
Languages that can be used	Please tell us your regarding language proficiency in both "English" and "Japanese." English <input type="radio"/> Native <input type="radio"/> Business level <input type="radio"/> Everyday conversation level <input type="radio"/> Not possible Japanese <input type="radio"/> Native <input type="radio"/> Business level <input type="radio"/> Everyday conversation level <input type="radio"/> Not possible
Login ID	* Your e-mail address will be your login ID.
Password	<input type="text"/> Note) Please designate your password that has at least 6 but not more than 12 alphanumeric characters.

- Please fill out all items in the Registration Form in English.
- After filling out all the necessary information, please confirm the content on the "Confirmation Page" and then click the "Send" button.

Proceed to the confirmation screen.

● E-mail notifying that your Registration Form was received

Title of the E-mail: VJTM2019 -ASEAN· INDIA- Your application has been sent successfully.

*Please note that this e-mail is not a notification of approval for participation in VJTM2019 -ASEAN· INDIA-

Thank you for your application to participate in "VISIT JAPAN Travel Mart 2019 -ASEAN· INDIA- (VJTM2019 -ASEAN· INDIA-)".

Your application will be reviewed for approval. We kindly ask you to wait for a while.

The result of review will be sent by automated e-mail, therefore if you have taken certain e-mail security measures, the e-mail to be sent from the Secretariat concerning registration may be classified as junk mail and moved to "Junk mail" folder.

If you do not receive a return mail from the Secretariat even one week after your submission, please contact the Secretariat.

- Please click the "Send" button after confirming all the content of necessary information you have entered on the "Confirmation Page." An e-mail will be sent automatically after your submission of registration is complete as confirmation.
- Please note that this e-mail is not a notice of approval of your participation in VJTM.
- In approximately 1 week after your application has been submitted, you will receive an e-mail notifying whether your participation is "approved" or "not approved."
- For applicants whose participation is approved, please log in to "My Page" with your ID (registered e-mail address) and password from the "Login" button to register additional information.

● Contact

Secretariat of VISIT JAPAN Travel Mart 2019 - ASEAN· INDIA -
23F, Kasumigaseki Building, 3-2-5, Kasumigaseki, Chiyoda-Ku, Tokyo, 100-6051

TEL: +81-3-5539-2788

FAX: +81-3-6737-9444

E-mail: buyer@vjtmaj.jp

*Sales hours: 9:30 to 17:30 (Monday to Friday excluding national holidays)

<http://vjtmaj.jp/>