

# Easyorderにログイン

<https://standspace.messefrankfurt.com/easy/en/home.html>

easyorder



**As an exhibitor, you can fill out an Intention to Exhibit or register joint stand participants here.**

Please enter your personal **Messe Login** here – this consists of your personal email address and your chosen password.

Please note: Only registered users (Contact Person – Contracting Party of Messe Frankfurt) can login using the email address.

**Enter Messe Login:**

- ➔ **Forgot the password for your customer number?**
- ➔ **Forgot your password for your email address?**

パスワードがわからない場合は、  
Forgot your passwordからパスワードの  
再発行を受けてください。

## Hotline

### ➔ Hotline email

Phone: +49 69 75 75-55 88

### 📘 Help

# 出展を申込む見本市を選択

easyorder

## Account

- Home
- My Profile
  - Change password/email
  - Financial data
- Logout

## Exhibitor

Exhibitor:	Hall: -
Customer no.:	Stand: -

## Dear Sir or Madam,

the e-mail address you have provided will be used for all correspondence with Easy Order. To view your e-mail address or to change it, please click [here](#).

Please also note that your log in data will also be valid for all subsequent events. No new account data will be sent. You can continue to register your stand and order all the desired services easily and conveniently over your online account.

## Select event:

Please select an event:

<input type="text"/>	▼
Ambiente 2014	
Ambiente 2015	プルダウンから選択
Ambiente 2016	

## Dear Sir or Madam,

the e-mail address you have provided will be used for all correspondence with Easy Order. To view your e-mail address or to change it, please click [here](#).

Please also note that your log in data will also be valid for all subsequent events. No new account data will be sent. You can continue to register your stand and order all the desired services easily and conveniently over your online account.

## Select event:

Please select an event:

Ambiente 2016

Next

➔ Suitable event is not included in the selection?

## What would you like to do?

Intention to Exhibit:	
Declare your participation in order to receive a Stand Space Proposal.	
Please click on "Hall" to declare your participation.	
<b>To your Intention to Exhibit</b>	<b>Status</b>
➔ Hall: <b>1.1</b> Stand: ホール番号または小間番号をクリックして次のページに進む	✔❌❌❌❌ Intention to exhibit not yet declared
➔ Complete an Intention to Exhibit for an additional stand.	

# 登録項目

## 1) 申込者基本情報登録

- **Company (contracting party)**
- **Invoice address**
- **Responsible for trade show appearance**
- **Optional information**
- **Privacy Policy and T&Cs**

## 2) 希望出展面積・開放面数の登録

# Company (Contracting party) 1

## Interested party

Interested party: Mesago Messe Frankfurt Corp Hall: -  
Customer no.: Interested party Stand: -

## Helpline

**Helpline email**  
Pho: +49 69 75 75-29 99  
Fax: +49 69 75 75-29 92

## Intention to Exhibit

We are delighted to hear you would like to take part in Heimtextil 2016. Please fill out the non-binding Intention to Exhibit form.

**Contact**  
**Help**

▼ Company (contracting party) **日本本社名をご入力ください。** ✓

We use this data as default for all correspondence. All contract-related documents will only be sent to these company data. Details for the event catalogue (marketing names) will be requested at a later point in time. You can provide a separate billing address in this form in the field "Billing Address".

Company, including legal form\*  
 「Co., Ltd.」「Inc.」「Corp.」などを忘れずにご入力ください。

Name of CEO/owner

Parent company, including legal form

**Business activity, for VAT purposes**

**Entrepreneurial status**

Our company (above) is a business and uses the services for business purposes.

We also confirm that we are in full agreement with the legal statements and commitments in the adjacent information **Info.**

Business registration number (Local VAT Number / Corporate Tax Number / other ... see info box)

Please select the type of registration number\* **Info.**  
 **CTN**  VAT  BID

No entrepreneurial status

Our company has no VAT reg. number/no corporation tax or VAT number/no registration number.

日本で納税している場合には、出展料にVAT(付加価値税)が課税されません。  
必ず納税者整理番号(次頁参照)をご入力ください。

# 納税整理番号

赤枠内の、税務署より付与されている整理番号を「Business Registration Number」の項目にご入力ください。

国税 取納金 資金 (納付書) 報酬・料金等の 所得税徴収高計算書 領収済通知書

平成 年度 32319 税務署名 麴町 税務署番号 00031017 税務署使用欄 110 整理番号 [Red Box]

コード	区	分	コード	区	分	コード	区	分	コード	区	分
01			07			31					
05			08			41					
06			21								

納期等の区分  
平成 年 月  
支払分源泉所得税

証券受領 日 使用欄

内 証券受領 円  
証券番号  
振出人  
(領収日付印)

本税  
延滞税  
合計額

◎ 合計額の金額頭部には必ず「¥」字を枠の中に記載してください。

あて先

◎ この用紙は直接機械で処理しますので汚したり折り曲げたりしないでください。

左記の合計額を領収しました。

数字は記入例を見て黒のボールペンで力を入れて枠からはみださないように記載してください。

# Company (Contracting party) 2

主催者との窓口となる担当者情報を入力してください。

<b>Address – Contracting party</b>					
<b>日本本社情報をご入力ください。</b>					
Street*	House no.	Postal code*	Town/city*	Country*	
7F, 1-3-2 Iidabashi, Chiyoda-ku		102-0072	Tokyo	Japan	
<b>Central Communication</b>					
<b>日本本社のご担当者名をご入力ください。</b>					
Phone*	Direct dial		Fax	Direct dial	
+81 3-3262-8444			+81 3-3262-8442		
E-mail*	Website				
fairs.abroad@interior-lifestyle.com					
<b>Contact person – Contracting party</b>					
<b>日本／現地で実際に主催者からの案内に対応されるご担当者名をご入力ください。 (デフォルトで日本の電話番号しか入力できないようになっているので 海外の連絡先を入れたい場合は、個別にご相談ください。)</b>					
<input type="radio"/> Mr.* <input checked="" type="radio"/> Ms.*					
Title	First name*	Last name*			
	Hanako	Tanaka			
Position in the company			Department		
Manager			Overseas sales		
Phone*	Direct dial		Mobile	Direct dial	
+81 3-3262-8444			+81 3-3262-8442		
E-mail*	Fax		Direct dial		
fairs.abroad@interior-lifestyle.com	+81				
<b>Contact person – Accounting department</b>					
<b>日本／現地で出展料を支払う経理ご担当者名をご入力ください。 (デフォルトで日本の電話番号しか入力できないようになっているので 海外の連絡先を入れたい場合は、個別にご相談ください。)</b>					
<input type="radio"/> Mr.* <input checked="" type="radio"/> Ms.*					
Title	First name*	Last name*			
	Hanako	Tanaka			
Position in the company			Department		
Phone*	Direct dial		Mobile	Direct dial	
+81 3-3262-8444			+81		
E-mail*	Fax		Direct dial		
fairs.abroad@interior-lifestyle.com	+81				
<input checked="" type="checkbox"/> Confirm and save data					

# Invoice address

▶ Company (contracting party) ✓

▼ Invoice address ✕

**We have saved the following invoicing address for you:**

Mesago Messe Frankfurt Corp  
7F, 1-3-2 Iidabashi, Chiyoda-ku  
102-0072 Tokyo  
Japan

Please select:

We hereby expressly declare that the stand space rental invoice and other invoices from Messe Frankfurt should be sent to the above address. ⓘ

Invoice address, if different

We hereby expressly declare that the stand space rental invoice and other invoice from Messe Frankfurt should be sent to the following address. ⓘ

**➡ Confirm and save data**

請求書の送付先が、申込者と異なる場合は「Invoice address, if different」を選択し、表示される入力欄に必要事項を登録してください。  
\* Contracting party は請求書に表示されます。



# Authorization for an additional person to place orders in the Shop for Exhibitor Services

▼ Authorization for an additional person to place orders in the Shop for Exhibitor Services ✕

**The contracting party does not wish to authorise an additional person to place orders in the Shop for Exhibitor Services**

**The contracting party would like to authorise an additional person to place orders**

Subject to the condition that an effective Contract of Participation with Messe Frankfurt Exhibition GmbH comes into force, the contracting party expressly authorises the following individual to order services on behalf of the contracting party for the stand for the event specified within the Contract of Participation that will be invoiced to the contracting party.

The contracting party is aware of the fact that Messe Frankfurt Venue GmbH will automatically set up an order authorisation in the Shop for Exhibitor Services for the authorised representative's email address. Messe Frankfurt can also send emails relevant to the trade fair to this email address.

**➔ Confirm and save data**

各種オーダー用のオンラインショップ「Shop for Exhibitor Services」でのオーダー権限を第三者に与える場合は下段を選択し、必要事項を登録してください。

# Information regarding your trade fair appearance

Information regarding your trade fair appearance ✓

**Our company is presenting alone.**  
 Our company is presenting itself alone and is bringing more businesses as community stand participants.  
 Pure organiser – Our company is not exhibiting itself but is bringing other companies to the fair

Your exhibits mainly focus on the following product group

floor  
 Carpets  
 Carpeting, flooring  
 Door mats  
 Accessories

wall  
 window  
 sun / deco systems  
 upholstery  
 bed  
 bath  
 table  
 design  
 technics & services  
 Fibres, yarns, fabrics, chemicals  
 Sustainability  
 Digital print  
 not specified

Main product group\*  
floor -> Carpets

Traded products

Brands you would like to exhibit:

Confirm and save data

● 単独出展の場合：1番目を選択

● 共同出展者がいる場合：2番目を選択

※出展決定後Joint-stand participantsの登録が別途必要です。

● オーガナイザーの場合：3つ目を選択

※出展決定後Joint-stand participantsの登録が別途必要です。

# Optional information

Optional information ✕

### Memberships in professional organisations

Member of further professional associations 所属している協会がある場合、入力してください(任意)。

### Interested in other services relating to Messe Frankfurt

We would like to receive further information regarding stand construction services offered by Fairconstruction, the stand construction division of Messe Frankfurt.  
メッセフランクフルト関連会社で、施工会社の「Fairconstruction」からの情報が欲しい場合は☑をいれてください。

Confirm and save data

# Privacy policy

▼ Privacy Policy and T&Cs



## Privacy policy

Messe Frankfurt Exhibition GmbH collects, processes and uses the data that you enter here in order to process your registration and participation in the trade fair. We would also like to keep you up to date on other Messe Frankfurt Group products and services that might be of interest to you. To this end, we will share your data within the Messe Frankfurt Group with supporting service providers and sales partners in your country. If you decide that you would no longer like to receive such information, simply let us know. In order to contact us for this purpose, as well as for any questions, please send us an email to: [privacy@messefrankfurt.com](mailto:privacy@messefrankfurt.com) or write to us at: Ludwig-Erhard-Anlage 1, 60327 Frankfurt am Main, Germany. If you do not wish your personal data to be used in conjunction with the company data, you are free at any time to revoke your consent for the further use and transfer of your personal data to third parties. ([privacy@messefrankfurt.com](mailto:privacy@messefrankfurt.com))

Privacy policy およびTerms & Conditionsをご確認ください。

## Terms and Conditions

Messe Frankfurt's Terms and Conditions can be viewed [here](#).

➔ **Confirm and save data**


# 基本情報の登録を完了する



## Interested party

Interested party: Mesago Messe Frankfurt Corp  
Customer no.: Interested party

Hall: -  
Stand: -

## Helpline

 **Helpline email**  
Pho:+49 69 75 75-29 99  
Fax: +49 69 75 75-29 92

 **Contact**  
 **Help**

## Intention to Exhibit

We are delighted to hear you would like to take part in Heimtextil 2016. Please fill out the non-binding Intention to Exhibit form.

▶ Company (contracting party) ✓

▶ Invoice address ✓

▶ Responsible for trade show appearance ✓

▶ Information regarding your trade fair appearance ✓

▶ Optional information ✓

▶ Privacy Policy and T&Cs ✓

クリック→

**Submit Intention to Exhibit**

In the next step, you can enter your placement request

# Your placement request

## Interested party

Interested party:	Mesago Messe Frankfurt Corp	Hall:	-
Customer no.:	Interested party	Stand:	-

Hi  
Pt  
Fa  
E

## Thank you very much for your Intention to Exhibit for Heimtextil 2016!

We appreciate your decision to present your company at the Heimtextil 2016.

Now, you can submit your placement request to us:

▼ Your Placement request

Standard stand - by area

Area\*  m<sup>2</sup>    Type of stand\*     Two-storey stand  yes  no

Standard stand - by dimensions

Width\*  x Depth\*  = 12.00 m<sup>2</sup>    Type of stand\*     Two-storey stand  yes  no

Complete stands

Remarks:

Price list:

出展希望面積と開放面数を登録してください。

小間位置や面積などについて具体的な希望があれば、「Remark」に記入してください。

←クリックして登録を完了してください。

## Here's what you need to do:

### 1 Receive your Stand Space proposal via e-mail:

We will try to consider your placement request. If we determine that we can make an alternative offer according to your requests, we will send you a new Stand Space proposal via e-mail.

### 2 Sign and confirm the Stand Space proposal:

Save and print the Stand Space proposal. Check our Stand Space proposal and then sign. You are thereby securing your placement and are making a binding commitment to accept the Stand Space proposal.

←出展決定までの流れをご確認ください。

### 3 Send back the Stand Space Acceptance:

Please send the Stand Space Acceptance back to Heimtextil Frankfurt within the validity period. You can either fax the form or scan it and send it via e-mail. Our contact details can be found in your Stand Space proposal.

### 4 Receive the Exhibit Confirmation:

We will review your Stand Space Acceptance and send you a Exhibit Confirmation. As a result, the contract is concluded and you can book other services in Easy Order. We will inform you as soon as the Easy Order Service Shop is open.

# 登録完了通知が届きます




2018/03/15 (木) 14:05

easyorder@messefrankfurt.com

Ambiente 2019: Your Intention to Exhibit form - confirmation of receipt, 0011052929, Messe Frankfurt Japan Ltd.

宛先 info@overseas-fairs.com

CC Info (TG Japan)

メッセージ  0011052929\_781956.pdf (289 KB)

Dear Ms Yoko Kawatsu,

Thank you very much for your Intention to Exhibit! We appreciate your decision to present your company at the upcoming Ambiente 2019. You will find a copy of your Intention to Exhibit attached.

Hall planning for Ambiente 2019 is in full swing. In the next step, we will provide you with a stand proposal.

You will find a chronological overview of the planning process of Ambiente 2019 on <https://ambiente.messefrankfurt.com/milestone>.

If you have any questions or need any information, please feel free to call or write us.

Best regards from Frankfurt,

Messe Frankfurt Exhibition GmbH  
Ambiente 2019

Your Ambiente Team

—  
Messe Frankfurt Exhibition GmbH  
Ludwig-Erhard-Anlage 1  
60327 Frankfurt am Main, Germany

[ambiente@messefrankfurt.com](mailto:ambiente@messefrankfurt.com)  
[www.standspace.messefrankfurt.com](http://www.standspace.messefrankfurt.com)

Management:  
Wolfgang Marzin (Chairman),  
Detlef Braun und Uwe Behm

Amtsgericht Frankfurt am Main, HRB 58 331

正しく登録が完了すると同時に、こちらの登録完了メールが届きます。  
添付のPDFを大切に保存してください。

メッセフランクフルトからの小間のご提案には、こちらの登録完了から数か月  
お待ちいただく場合もございます。あらかじめご了承ください。

※出展ホールによっては、本メールへの添付にて前回の出展小間位置での提案書が  
送付されますので添付ファイルを必ずご確認ください。

# 添付：登録内容及び申込規約が 記載されたPDF

			
			
Japan			
<hr/>			
<b>Your International Sales Partner:</b>			
Mesago Messe Frankfurt Corporation	Phone:		
Shosankan 7F, 1-3-2 lidabashi,	(+81 3) 3262 8441		
Chiyoda-ku,	Fax:		
	(+81 3) 3262 8442		
	Email:		
102-0072 Tokyo	info@japan.messefrankfurt.com		
Japan			
		<b>ambiente</b>	
		Feb 10, 2017-Feb 14, 2017	
		Messe Frankfurt Exhibition GmbH • P.O. Box 150210 • 60062 Frankfurt am Main	
			
		Messe Frankfurt Exhibition GmbH	
		Ludwig-Emmerich-Anlage 1	
		60327 Frankfurt am Main	
		Phone + 49 69 75 75-0	
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		www.messefrankfurt.com	
		http://ambiente.messefrankfurt.com	
		ambiente@messefrankfurt.com	
		<b>Registration deadline:</b>	
		<b>Exhibitor support service:</b>	
		To be completed by the organiser	
		Customer no. 	
		Processing no. 1200498692	
		Date of receipt Apr 7, 2016	
		* Mandatory fields must be completed.	