

2025



# Tourism Expo Japan 2025 Aichi/Central Japan

**Travel Solutions Exhibition**  
Opportunities for direct business meetings with  
municipal and DMO tourism officials!! **2025**

## Visitor Registration Manual 【For Walk-in Business Meetings】

### VISITOR

Trade & Business Day  
【Thursday, September 25-Friday, September 26】

Ver. 1

Uploaded: Friday, June 20

**For “VISITOR” registration (where to start), refer to P.3**

NOTE)

If you do not fall under “VISITOR” category, please refer to the **manual of the applicable category.**

**BUYER**

[https://tej2025.jcdbizmatch.jp/Files/Buyer\\_Registration\\_Manual\\_en.pdf](https://tej2025.jcdbizmatch.jp/Files/Buyer_Registration_Manual_en.pdf)

**MEDIA**

[https://tej2025.jcdbizmatch.jp/Files/Media\\_Registration\\_Manual\\_en.pdf](https://tej2025.jcdbizmatch.jp/Files/Media_Registration_Manual_en.pdf)

**MEDIA BUYER**

[https://tej2025.jcdbizmatch.jp/Files/MediaBuyer\\_Registration\\_Manual\\_en.pdf](https://tej2025.jcdbizmatch.jp/Files/MediaBuyer_Registration_Manual_en.pdf)

**Introduction**

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This manual is for those who wish to participate as

**VISITOR**

Categories and features	Exhibition	Business Meetings		Registration(s) necessary for participation
	VISIT (coverage)	Reserved Business Meetings	Walk-in Business Meetings	
<b>VISITOR</b> Member of the industry whose main purpose is to <b>VISIT</b> the event. <b>Will NOT participate</b> in Reserved Business Meetings	○	×	○	<b>Visitor Registration</b> 【Walk-in Business Meetings】 ① Basic Profile
<b>BUYER</b> Member of the industry whose main purpose is to do <b>Buyer activities</b> . <b>Will participate</b> in the Reserved Business Meetings. ※must fulfill requirements	○	○	○	<b>Buyer Registration</b> 【Reserved Business Meetings】 ① Basic Profile ② Business Matching Information
<b>MEDIA</b> Media worker whose main purpose is to <b>cover the event</b> . <b>Will NOT participate</b> in Reserved Business Meetings.	○	×	○	<b>Media Registration</b> 【Walk-in Business Meetings】 ① Basic Profile
<b>MEDIA BUYER</b> Media worker whose main interest is to do <b>Buyer activities</b> . <b>Will participate</b> in Reserved Business Meetings (pre-matched meetings). ※must fulfill requirements	○	○	○	<b>Media Buyer Registration</b> 【Reserved Business Meeting】 ① Basic Profile ② Business Matching Information

※No general public admitted on Trade & Business Day.

※The registration form differs according to your business category. Please be careful when you select the application form.

TEJ Business Meeting is composed of

Reserved  
Business  
Meetings

and

Walk-in  
Business  
Meetings

## Business Meetings

Pre-matched

**Reserved Business Meetings**

**The most Significant point of TEJ**

- Buyer/Media Buyer registration is necessary.
- Your Business Meeting schedule (appointments) will be fixed in advance through the Business Matching System.

No reservations in advance

**Walk-in Business Meetings**

- Although Reserved Business Meetings will be prioritized, it will be possible to have business meetings on the spot during your visit to the venue.

### How to register prior to the event

**Visitor  
Registration**  
Friday,  
June 20  
1:00 p.m. JST~

Click the URL below for Visitor Registration【Walk-in Business Meetings】  
<https://tej2025.jcdbizmatch.jp/en/Registration/Visitor>



After filling out Visitor Registration 【Walk-in Business Meetings】 Form, you will receive an automatic email. please click the URL attached to it and activate your account.

\*URL is valid for **1 week**.

\*If you cannot find the email, please check the spam file of your email account.

**Registration  
Completed**

Once the registration is completed,  
you will be able to login to your My Page.

Login URL : <https://tej2025.jcdbizmatch.jp/en/Login>

Login ID : email address you registered

Password : Set by you

\* If you forgot your password, click “forgot your password?” on the Login screen and follow the steps to reset the password.

**Apply for  
TEJ Conference**

You can apply for TEJ Conference from your My Page.

※The content of programs such as Tourism Professional Seminar etc. will be available from the official website in early August.

### when visiting the venue

**Before the event**

**Print out  
ID Pass**

Please download and print your ID Pass either from your My Page or from the registration confirmation email, Print out your ID Pass from your My Page **【 A4 size 】 【 full color 】** .



Make sure that the QR code is printed legibly (without blurs or smudges)

\*If printed in different size or in black and white, you will need to have the pass reissued at site, so please be careful.

**On the day**

**Present your  
ID Pass at  
Entry Gate**

Trade & Business Day :Thursday, September 25- Friday, September 26

**By preparing your ID pass prior to your arrival,  
you will not have to check in at the Entry Gate!**

✓Fold it in four, and put it in the Pass Case offered in the venue and wear it at all times.

✓We will read the QR code on your pass at your first entry to the venue on both days.

\*If you are visiting on both days, be careful not to submit the ID Pass when you are leaving the venue on the first day!

Do not forget to bring it on your second day.

If you registered for the event in 2024,  
you can reflect the data of the information you entered then

Click here to enter 2024's data into the fields



### Notification

Please input your 2024's Visitor Login ID and Password.

Login ID  
(E-mail)

Password

If you forget your 2024's ID and/or password, you can not reissue or confirm them, so please register a new account.

Close

Click here to enter 2024's data into the fields

If you forgot the ID and/or the Password, you  
used in 2024, please register as a new user.

## Information① | Your Company/Organization's Basic Profile(1/2)

Company Name \* (in English)

Company Name (in Japanese)

Company Name (in Katakana)

URL

Location of your company \*

Postal Code \*

Only numeric or alphanumeric. e.g. 1234444 Please do not enter hyphen.

Address  
(in  
English)

State / City \*

e.g. Tokyo,

Company Address ① \*

e.g. Chiyoda-ku,

Company Address ② \*

e.g. 1-2-3 Ryoko-machi,

Company Address ③

e.g. Tourism Bldg. 3F,

Address  
(in  
Japanese)

State / City

e.g. 東京都

Company Address ①

e.g. 千代田区

Company Address ②

e.g. 旅行町1-2-3

Company Address ③

e.g. ツーリズムビル3F

TEL \*

e.g. +81-3-5657-0758

FAX

Corporate entity such as  
Co. or Inc. is **not necessary**

e.g.,) https://www.・・・  
\*do NOT omit https://

Enter the country/region of  
**YOUR current office**, not the  
address of the Head Office.

# Visitor Registration【Walk-in Business Meetings】 |

## The information you need to register

IMPORTANT

### Information① | Your Company/Organization's Basic Profile(2/2)

Your company's association(s) \*  
(You may make more than one selection)

- ☐ Japan Association of Travel Agents (Overseas Allied Members)  
☐ Japan National Tourism Organization  
☐ Japan Convention Management Association

- ☐ Japan Travel and Tourism Association  
☐ All Nippon Travel Agents Association  
☐ Nagoya Chamber of Commerce and Industry

(Member ID No.)   
 e.g. C0123456

☐ N/A

Business Type \*  
(You may make more than one selection)

- ☐ Travel Company [ 1st Category / 2nd. Category / 3rd. Category / Representative of Travel Company / Local selling Agent / Land Operator ]  
 Please enter your Registration Number/JATA Number.

- ☐ Tour Operator  
☐ Tour Guide, Tour Conductor, Guide-Interpreter

If you do not belong to any of the organizations listed here, check "N/A".

#### 【If you selected Travel Company】

\* If you selected 『Travel Company』, fill out the **Registration Number/JATA Number** assigned from the Ministry of Tourism or from Governor of the Prefecture your company is registered under.  
**\*Error message will appear if you try to continue without entering information.**

#### Transportation

- ☐ Airline  
☐ Motor Coach  
☐ Taxi

- ☐ Train  
☐ Ship, Ferry  
☐ Other

(English)

(Japanese)

#### Transportation Facility

- ☐ Airport  
☐ Bus Terminal  
☐ Other

(English)

(Japanese)

- ☐ Station  
☐ Port

- ☐ Car Rental, Sharing Economy

- ☐ Cruise

#### Accommodation

- ☐ Hotel  
☐ Guest House, Pension  
☐ Other

(English)

(Japanese)

- ☐ Ryokan  
☐ Vacation Rental

- ☐ Theme Park, Leisure Facility  
☐ Marketing Services, Consulting  
☐ Financial Service  
☐ Local Government  
☐ Regional Development  
☐ Medical & Welfare  
☐ Barber, Beauty Salon  
☐ Construction Industry  
☐ Real Estate Industries  
☐ Other

(English)

(Japanese)

- ☐ Information and Communication, IT  
☐ Insurance  
☐ Government  
☐ Tourism-Related Organization  
☐ Education, Research Institute  
☐ Maker  
☐ Wholesale & Retail  
☐ Agricultural Forestry and Fishers Industries  
☐ Hospitality Industries

(English)

(Japanese)

If you select an item with a description field, you must enter text.

### Information② | Information of the Actual Participant (1/2)

Register the information of the person who will be attending the event.  
Each participant needs their own registration.

Title *	<input type="radio"/> Mr. <input type="radio"/> Ms. <input type="radio"/> Do not answer
Family Name * (in English)	<input type="text"/> e.g. Ryoko
First Name * (in English)	<input type="text"/> e.g. Taro
Family Name (in Japanese)	<input type="text"/> e.g. 旅行
First Name (in Japanese)	<input type="text"/> e.g. 太郎
Department * (in English)	<input type="text"/>
Department (in Japanese)	<input type="text"/>
Position *	<input type="radio"/> Executive <input type="radio"/> Management <input type="radio"/> Regular Employee <input type="radio"/> Other (English) <input type="text"/> (Japanese) <input type="text"/>
E-mail *	<input type="text"/>
Repeat e-mail address * (for confirmation)	<input type="text"/>
Preferred language	<input type="radio"/> Japanese <input checked="" type="radio"/> English (For receiving information from the Promotion Office)
CC. E-mail	<input type="text"/> *Multiple emails can be entered, separated by a comma [,]. *Email for the activation for your account will not be delivered to CC Email address
Password *	<input type="text"/> <b>Passwords must:</b> - Contain no fewer than 6, and no more than 12 characters (single-byte alphanumeric characters only) - Contain at least one letter and one number Example: Tourism2025
Repeat password * (for confirmation)	<input type="text"/>
Emergency Contact Number [Mobile Phone]	<input type="text"/> e.g. 080-0000-0000

This will be the login ID for your My Page. Also all emails from the Secretariat will be sent to this address.

**Please be sure to fill in a valid email address.**

### Information② | Information of the Actual Participant (2/2)

Register the information of the person who will be attending the event.  
Each participant needs their own registration.

If you select any item(s) with description field, **you must enter text.**

<b>Business Outline *</b> (You may make more than one selection)	<input type="checkbox"/> Overall Business <input type="checkbox"/> PR, Advertising <input type="checkbox"/> Planning, Purchasing <input type="checkbox"/> IT, System <input type="checkbox"/> Accounting	<input type="checkbox"/> Corporate Planning <input type="checkbox"/> Sales <input type="checkbox"/> Marketing <input type="checkbox"/> General Affairs <input type="checkbox"/> Other (English) <input type="text"/> (Japanese) <input type="text"/>
<b>Date you are going to visit this event *</b> (You may make more than one selection)	<input type="checkbox"/> Thursday, September 25 <input type="checkbox"/> Friday, September 26	
<b>Purpose of Visit *</b> (You may make more than one selection)	<input type="checkbox"/> Participating Business Meeting (Walk-in Business Meetings) <input type="checkbox"/> Marketing Research, Trend Survey <input type="checkbox"/> Participating Seminar	<input type="checkbox"/> Inspection for Purchasing and Contract <input type="checkbox"/> Business Networking <input type="checkbox"/> Other (English) <input type="text"/> (Japanese) <input type="text"/>
<b>How did you know this event first? *</b> (You may make more than one selection)	<input type="checkbox"/> Official Website <input type="checkbox"/> Newspaper Name of paper: <input type="text"/> <input type="checkbox"/> Magazines Name of Magazine: <input type="text"/> <input type="checkbox"/> TV, Radio Title of Show: <input type="text"/> <input type="checkbox"/> Flyer(s) <input type="checkbox"/> Internal Publication of Your Company <input type="checkbox"/> Announcement from Organizers	
	<input type="checkbox"/> SNS <input type="checkbox"/> Poster(s) <input type="checkbox"/> Information from Your Colleagues or Friends <input type="checkbox"/> Other <input type="text"/>	
<b>Are you planning to attend the Travel Solution Exhibition 2025? *</b>	<input type="radio"/> Yes *Your registered information may be provided to the organizer *Only for purpose of survey. Checking 'Yes' will NOT automatically register you. <input type="radio"/> Undecided	

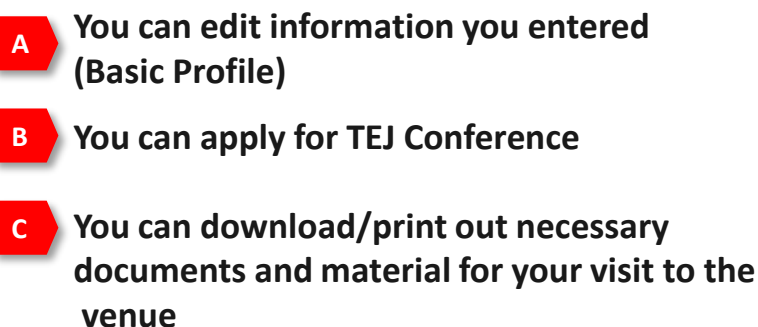
Confirm

If you cannot click on the "Confirm" button, please read the notice at the top of this page, then check the box titled "I agree".

※ QR Code is a registered trademark of DENSO WAVE INCORPORATED.



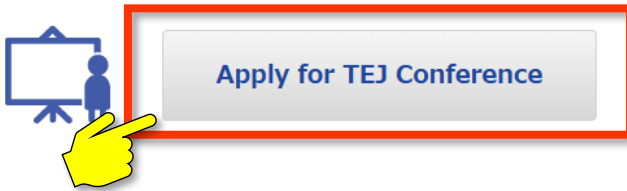
## What you can do on your My Page



You can apply for TEJ Conference from your My Page

1

Click "Apply for TEJ Conference" button on the HOME screen of your My Page.



2

Click the program you wish to apply for, then scroll down to the bottom of the page to "Confirm" button.

## Apply for TEJ Conference (Thematic Symposia, Tourism Professional Seminars)

Please input Keywords.

Q Search

Please select the programs you wish to attend, and click the **Confirm** button at the bottom of the page.  
Please view this page on the event website for the full details of the program.

You can confirm the programs you have registered from the button below.

Thursday, September 25

Friday, September 26

Application Record

### Thursday, September 25

Thematic Symposia		Tourism Professional Seminars (Conference Room • Exhibition Hall B)		Tourism Professional Seminars (stage)
	Conference Room L3	Conference Room L3	Conference Room L3	Conference Room L3
10:00 - 10:15	[Seminar] Travel seminar			
10:15 - 10:30	Apply for Seminar			

You can check the record of the seminars you have applied for when you click this "application record".

Confirm

3

Check content of your application, and if there are no mistakes, click "Confirm" button.

## Confirmation: Apply for TEJ Conference

Please check the information you have registered and click the "Confirm" button below.

\*Please be careful not to register for seminars which will be held at the same time with the established seminars.

Title	Travel seminar	Type	
Code	1-1-XX	Venue	
Date & Time	2025/09/25 10:00 ~ 10:30		

Conference Room L3	
[Seminar]	Travel seminar
Applied	
Cancel	

Return to Previous Page

Confirm

**NOTE) If you cannot make it to the seminars you applied for, make sure to cancel them By Wednesday, September 24, 00:00 p.m.**

**For general inquiries regarding Tourism EXPO Japan**

Tourism EXPO Japan Promotion Office

TEL: +81-3-5510-2004

Email: [event@t-expo.jp](mailto:event@t-expo.jp)

Office Hours: Weekdays 9:30 a.m.-5:30 p.m. JST

**For inquiries regarding Business Meeting**

Tourism EXPO Japan

Business Meeting Secretariat

TEL: +81-3-6737-9389

Email: [bizmtg@bsec.jp](mailto:bizmtg@bsec.jp)

Office Hours: Weekdays **10:00 a.m.-5:00 p.m. JST**

\*Office hours differ according to the office, so please be careful.