

Administration, ordering and registration of Exhibitor Passes for HANNOVER MESSE 2024

Important: In order to receive a badge on site and to participate in the Online-Business-Dating, registration is required!

Access via the **Exhibitor Shop**; login at <https://shop.hannovermesse.de/en/00/2024/index.html> with **your personal access data** (if you have not already done so, **activate ordering rights**).

Click into the dashboard to **"My Exhibitor Passes"**:

My Exhibitor Passes

Overview of total passes available for your participation, and their status.

MANAGE PASSES

My Exhibitor Passes		
30 Total passes	28 Unassigned	2 Assigned

Need more passes?
Order more passes.
ORDER MORE PASSES

Summary of my orders and quotations

My orders
View a summary of my orders, status, and details.

My orders		
4 Ordered services	0 Requested quotations	0 Accept quotations

VIEW ORDERS
ATTACHMENTS TO MY SERVICES
ISSUE ORDERING RIGHTS
MANAGE CONTACT PERSONS

Some of your services must be configured outside this shop

Under "My Exhibitor Passes", all passes available to order are displayed (from the free quota plus any additional purchases for which a charge may be made) / it is also possible to see how many of these have already been allocated and how many remain available for distribution.

Instruction 1: Manage existing badges

Click on "Manage Passes":

My Exhibitor Passes

Overview of total passes available for your participation, and their status.

MANAGE PASSES

My Exhibitor Passes		
30 Total passes	28 Unassigned	2 Assigned

Need more passes?
Order more passes.
ORDER MORE PASSES

Manage Exhibitor Passes

View a summary of all your exhibitor passes: view their status, download them or assign them to an individual.

An exhibitor pass is valid for one person only. After registering an exhibitor pass, the holder receives a personalized pass upon entering the event.

Instruction 2: Assign and send Passes

In the exhibitor pass management and you can choose between "send Single pass", "send Multiple passes" or "download" registration codes as an Excel / PDF file:

Unassigned digital passes (27)

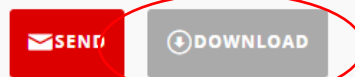
Download a PDF file of unpersonalized passes that are still available, and email them in a personalized or unpersonalized form, or download them as registration codes. (The codes must first be registered before use).

NOTE: Allow popups of this page in the browser popup blocker to download the file.

Single pass



Multiple passes



If selected, "download" registration codes as an Excel / PDF file:

×

Download (27) passes that are still available

Download your digital exhibitor passes as PDF files, which are ready to use immediately. Register online to get your personalized badge for the event

or

get an Excel file with individual registration codes for your digital exhibitor passes. You can send these to your contacts, for example, from the Excel file using the mailing function in Outlook. Please note: the code must first be registered to validate a ticket.

Download type* PDF Excel

Number of exhibitor passes* All Individual quantity

CLOSE DOWNLOAD

Click on "Download.

Excel file is generated and made available.

If you select "Single passes/send" or "Multiple passes/send", the following steps are required:

Unassigned digital passes (26)

Download a PDF file of unpersonalized passes that are still available, and email them in a personalized or unpersonalized form, or download them as registration codes. (The codes must first be registered before use).

NOTE: Allow popups of this page in the browser popup blocker to download the file.

Single pass

 SEND

 DOWNLOAD

Multiple passes

 SEND


 DOWNLOAD

Enter the personal data of the colleague who will use the Pass and who is to receive the registration link:

Send digital exhibitor pass

You can send exhibitor passes either personalized with the salutation, first & last name, and email address, or unpersonalized with just the email address.

Salutation

Please select 

First name

Last name

Email*

Send email in*

German

English

CLOSE



Click on the "Send now" button.

After successful sending, a message will appear stating that the exhibitor pass, has been sent successfully.

Sent!

The exhibitor pass was sent.

You can send another pass, or go back to Manage Exhibitor Passes.

SEND ANOTHER PASS

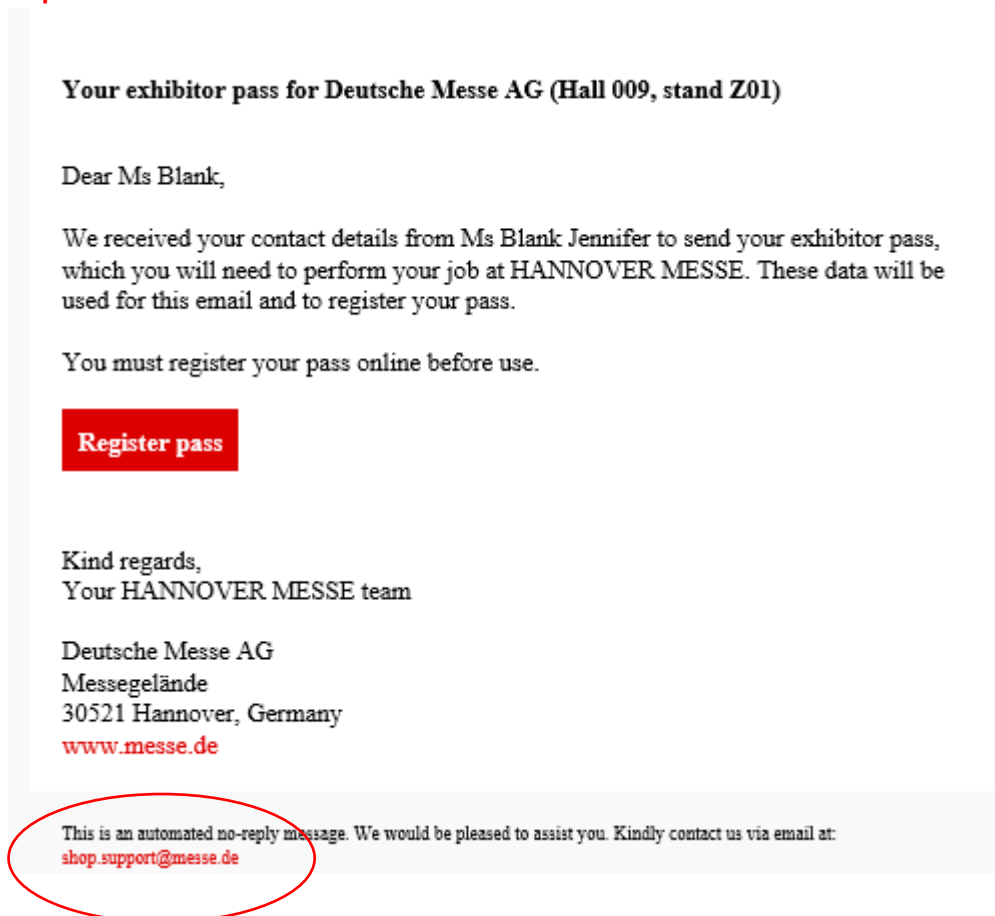


The assigned colleague will then receive an email to his/her personal email box and will be able to register his/her Pass.

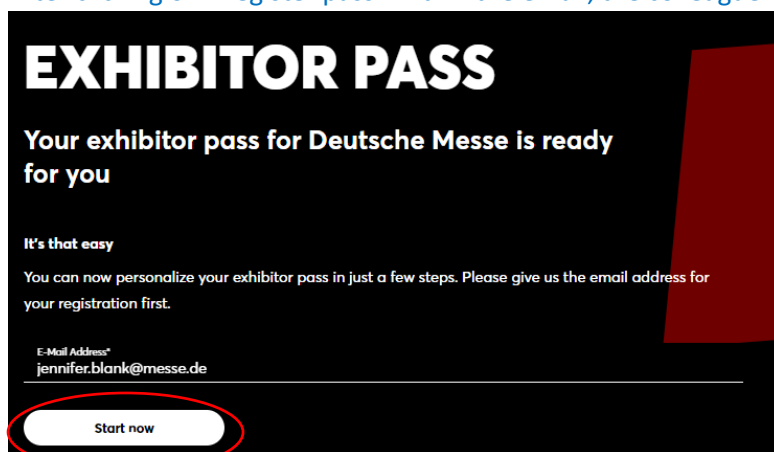
Important note: In accordance with the applicable data protection guidelines, every natural person must register for their Exhibitor Pass themselves based on the right to their personal data to create a user account and password. Registration by third parties is therefore generally not permitted.

Instruction 3: Registration of the personal Exhibitor Pass

Important: In order to receive a badge on site and to participate in the Online-Business-Dating, registration is required!

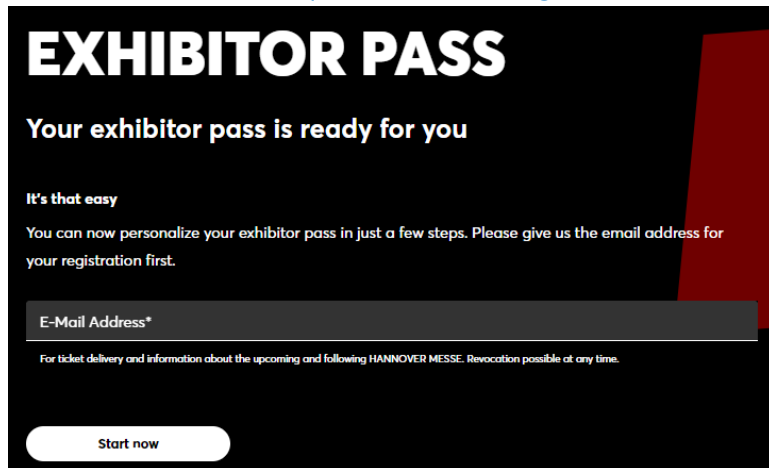


After clicking on "Register pass" within the email, the colleague will be directed to the registration page:



Click on "Start now".

Now the Exhibitor Pass can be registered. If not already done, a personal user account must be created. Professional data and interests are requested in the dialogue fields.



EXHIBITOR PASS

Your exhibitor pass is ready for you

It's that easy

You can now personalize your exhibitor pass in just a few steps. Please give us the email address for your registration first.

E-Mail Address*

For ticket delivery and information about the upcoming and following HANNOVER MESSE. Revocation possible at any time.

Start now

Exhibitor Pass



Login Data Badge Interests Confirmation

Login

There is already a user account for your e-mail address. Please log in with your password.

Login Data * Mandatory Fields

E-Mail Address*

For ticket delivery and information about the upcoming and following HANNOVER MESSE. Revocation possible at any time.

Password*

Forgot your password? Simply [request a new password](#).

Login Cancel

After completing the dialogue fields, you must confirm that you have read and understood the **General Terms and Conditions and the data protection information**.

Data Sharing

I consent as follows to the transfer of my data provided during ticket registration to exhibitors whose content I view on this website or with whom I contact, as described in the [data protection notice](#) No. IV, 3.2. The exhibitors concerned will be able to contact me for advertising purposes (including by e-mail). I can revoke this consent at any time with effect for the future.

- Transfer to exhibitors with registered offices within the territorial scope of the GDPR or in countries where the level of data protection pursuant to Art. 45 GDPR has been deemed adequate by the EU Commission.
- Transfer to exhibitors with registered offices outside the territorial scope of the GDPR (in "Third Countries"), where the level of data protection pursuant to Art. 45 GDPR has not been deemed adequate by the EU Commission. In addition, there are no guarantees pursuant to Art. 46 GDPR. This may result in risks in relation to the use of the data in the Third Country.

Awareness of the Data Protection Notice

I have duly noted the [Data Protection Notice](#) of Deutsche Messe AG containing further information on the processing of my personal data pursuant to the EU General Data Protection Regulation (GDPR) including the processing of data for marketing purposes and the transfer to subsidiaries and sales partners of Deutsche Messe AG and my rights pursuant to the GDPR.

Continue

Cancel

After confirmation, the personal Badge will be displayed, and can be edited.

My Badge

With admission to the exhibition center you will receive your personal badge at all entrances.

The screenshot shows a mobile application interface for 'Deutsche Messe'. The main content area is titled 'My Badge' and features a preview of a badge for Jennifer Blank, Project Coordinator at Deutsche Messe AG. The badge includes a QR code, the letter 'B', and the date '28 Nov 2023 / 1131'. To the right of the preview, there is a section titled 'Your Badge' with the text: 'On-site you exchange your ticket for the official badge and wear it around your neck in a clearly visible way. This makes networking even easier.' At the bottom of the screen, there are two buttons: 'Continue' and 'Cancel'.

Query of interests:

My Interests

Let us know your interests so that we can inform you precisely.

Exhibition Topics

* Mandatory Fields

- | | |
|--|--|
| <input type="checkbox"/> Additive Manufacturing | <input type="checkbox"/> International Trade & Investment |
| <input type="checkbox"/> AI & Machine Learning | <input type="checkbox"/> IT Consulting |
| <input type="checkbox"/> Automation & Sensor Technology | <input type="checkbox"/> IT/OT Security |
| <input type="checkbox"/> Carbon-neutral Production | <input type="checkbox"/> Lightweight Design |
| <input type="checkbox"/> Cloud/Edge Computing & Infrastructure | <input type="checkbox"/> Linear Technology |
| <input type="checkbox"/> Digital Energy & Energy Efficiency | <input type="checkbox"/> Logistics Automation |
| <input type="checkbox"/> Digital Platforms | <input type="checkbox"/> Logistics IT |
| <input type="checkbox"/> Drive Technology | <input type="checkbox"/> Material Handling & Assembly |
| <input type="checkbox"/> Embedded Systems | <input type="checkbox"/> Metal Parts, Components & Solutions |
| <input type="checkbox"/> E-Mobility & Charging Infrastructure | <input type="checkbox"/> Plastics & Innovative Materials |
| <input type="checkbox"/> Energy for Industry | <input type="checkbox"/> Process & Waste Heat Solutions |
| <input type="checkbox"/> Energy Management & Consulting | <input type="checkbox"/> Process Automation |
| <input type="checkbox"/> Engineering & Office Software | <input type="checkbox"/> Quantum Technologies |
| <input type="checkbox"/> Fluid Power | <input type="checkbox"/> Research & Technology Transfer |
| <input type="checkbox"/> Future of Work | <input type="checkbox"/> Robotics |
| <input type="checkbox"/> Hydrogen & Fuel Cells | <input type="checkbox"/> Startup Services |
| <input type="checkbox"/> Industrial Internet | <input type="checkbox"/> Storage Technologies |
| <input type="checkbox"/> Industrial Services | <input type="checkbox"/> Wireless & 5G Technology |
| <input type="checkbox"/> Industrie 4.0 / Manufacturing X | |

Newsletter

You want to be informed faster and not miss any highlight? With our newsletter you will always stay up to date with all the advantages for subscribers!

- I would like to subscribe to the Deutsche Messe News Service

Deutsche Messe AG may process my e-mail address to send me information tailored to my interests about trade fairs organized by Deutsche Messe AG and its subsidiaries worldwide as well as about companies and products from the industries represented at such trade fairs. In order to personalize the newsletters, Deutsche Messe AG may use information on my use of newsletters and other personal data in accordance with Deutsche Messe's [Data Protection Notice](#). I can revoke this consent at any time with effect for the future.

Continue

Cancel

After successful completion of registration, the personal Exhibitor Pass can be downloaded:

Exhibitor Pass

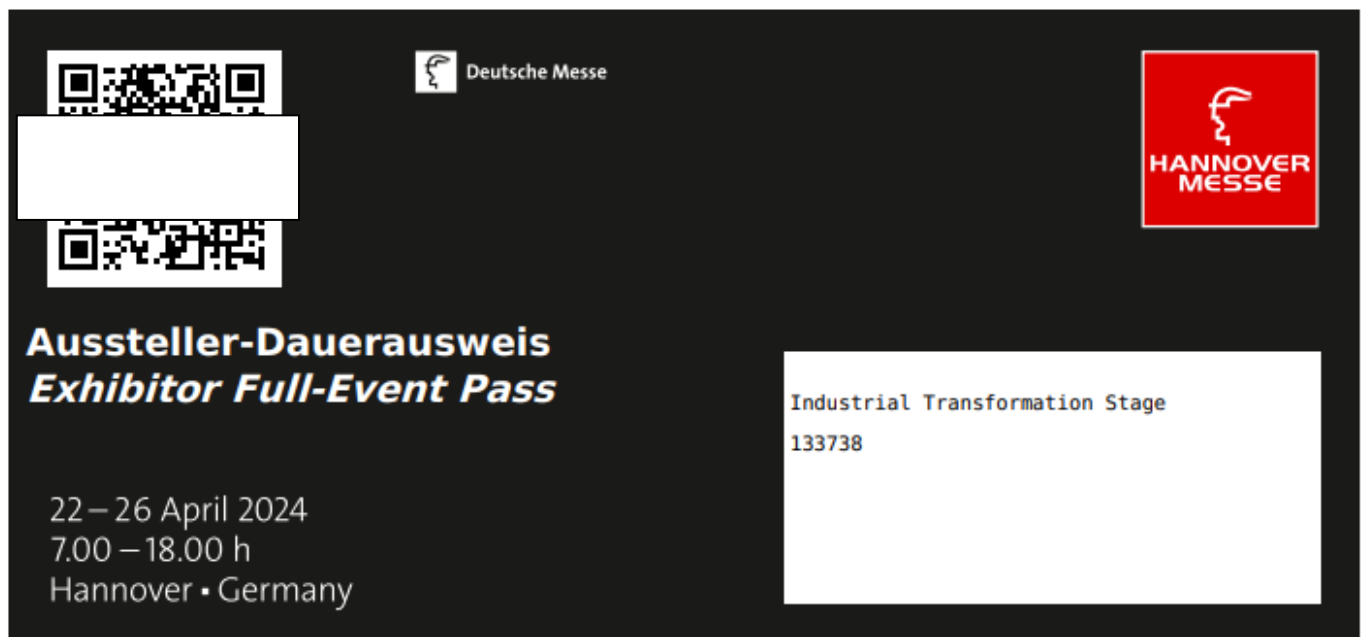
Login Data Badge Interests **Confirmation**

Your exhibitor pass is ready for you

Your digital exhibitor pass has been successfully activated and made available to you on your personal dashboard.

Exhibitor Full-Event Pass Full-Event Ticket	Code ocdcR7	PDF Download DOWNLOAD
Jennifer Blank		

The registered exhibitor pass will look like this:



The image shows a digital exhibitor pass card. At the top left, there are two QR codes. To the right of the QR codes is the Deutsche Messe logo. Further right is the Hannover Messe logo, which is a red square with a white stylized 'H' and the text 'HANNOVER MESSE'. Below the QR codes and logos, the text reads 'Aussteller-Dauerausweis' and 'Exhibitor Full-Event Pass'. Below this, the dates and times are listed: '22 – 26 April 2024', '7.00 – 18.00 h', and 'Hannover • Germany'. On the right side of the card, there is a white box containing the text 'Industrial Transformation Stage' and '133738'.

Registriert ist / Registered is:

Jennifer Blank

Registrierungscode / Ticket Code **ocdcR7**

20240015100001094




In the Exhibitor Pass Management, the exhibitor can now see that the assigned Exhibitor Pass has been registered. The status will change from "Downloaded" to "Registered":

Assigned digital passes (3)

View a summary of digital passes you have assigned by downloading or emailing. Please note: these must first be registered before use.

 SEARCH

ALL (3) DOWNLOADED (1) SENT (1) **REGISTERED (1)** USED (0)

Number	Status	Employee	
0002	Registered	Jennifer Blank	

Registration and usage data

Download a summary of your registered or used exhibitor passes.

 **DOWNLOAD A SUMMARY**

By clicking on "Show details" (eye symbol) you can also see what the Exhibitor Pass has been registered for:

Details of exhibitor pass 0002

Registration code: HmeCRW
Pass number: 20230015100013038

Current status: Registered
Registered by Ms Jennifer Blank on 20.12.2022 11:05

This pass can be used to
Enter the exhibition grounds: Yes
Get listed in the exhibitor and product search section: No
Partake in business dating: No

CLOSE

Instruction 4: Buy additional exhibitor passes for a fee

In the dashboard, go to "My Exhibitor Passes" and click on "Order More Passes":

My Exhibitor Passes

Overview of total passes available for your participation, and their status.

MANAGE PASSES

My Exhibitor Passes

5 Total passes	2 Unassigned	3 Assigned
--------------------------	------------------------	----------------------

Need more passes?
Order more passes.

ORDER MORE PASSES

Click on the product tile "e-Exhibitor Passes (digital)":

Exhibitor Passes

Exhibitor passes provide exhibitor staff with convenient and fast access to the booth and exclusive online services.

< Invitation services, Tickets & Parking permits

Complimentary Tickets (eTickets)

Exhibitor Passes

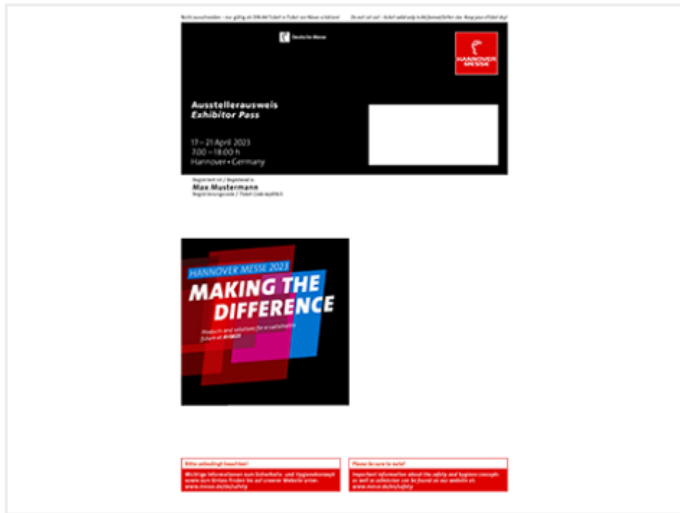
Parking permits

MAKING THE DIFFERENCE

e-Exhibitor Passes (digital)

based on use

Select the required quantity - if not all badges from the available quota have been used up, the system indicates this / it is possible to return to the Pass Administration from there:



e-Exhibitor Passes (digital)

Unit price

based on use [Prices](#)

Please order additional digital exhibitor passes here.

Quantity

Piece

ADD TO BASKET

After entering the desired quantity, click on "Add To Basket".

Order details

* Mandatory fields

✓ **e-Exhibitor Passes (digital)**

Please order additional digital exhibitor passes here.

Quantity

Piece

Unit price

based on use

[Prices](#) **TELL ME MORE**

CLOSE

CONTINUE >

Check the details and click on "Continue" again.

Review details

* Mandatory fields



Order details

EDIT

e-Exhibitor Passes (digital)

Quantity

2 Piece

< BACK

CLOSE

ADD TO BASKET >

The order is now in the basket (in the dashboard) and can be proceeded:

Basket



Exhibitor Passes

(1 service)



e-Exhibitor Passes (digital)

Unit price
based on use

Quantity
 Piece

Total price
based on use

[Purchase order terms](#) [Prices](#) EDIT DELETE

Category subtotal

based on use

< SERVICES

PRINT

Total price based on use

PROCEED TO ORDER