

OOS(Online Order System) 初回ログイン時のパスワード変更方法ご案内

*当ご案内は MEDICA を基に説明致しますが、デュッセルドルフで開催されるメッセに共通のご案内となります。

■メッセ主催者より出展者に専用ログインデータ (Stand Order No.及び Password) が以下のメールにて送信
件名 : **MEDICA 2015 Ref-No. 24** **registration**

【注意】 上記件名 . . . 部分は実際は数字 / **COMPAMED** 出展者は上記件名冒頭は **COMPAMED**

送信者 : documents@messe-duesseldorf.de

初回ログイン時のパスワード変更方法 (必須)

- ①上記ご案内のメール本文の Link to First-Time Registration to the Online Order System へアクセス
- ②下記画面右の Initial password 欄 (A) に薄く文字数字が表示
- ③ (A) の上の password 欄 (B) に (A) の文字数字を入力
- ④Login ボタンをクリック (C)

Language   Contact (eMail) Imprint



Order online: individual, flexible, simple!

Online Order System - OOS



From exhibitor passes to temporary workers:
We offer all services at the right time.

You may order all services online by using
our online order system

[Important Notes](#)

NEW - Stand Construction Configurator



Be inspired by our versatile stand
construction.

Design your stand construction at the
construction configurator, determine the cost
or request a customized offer.

[Configurator](#)

Servicepartner



You can recognize our service partners by
the logo "official service partner of Messe
Düsseldorf".

[Servicepartner](#)

OOS User Info



We are happy to support your trade fair
presentation. Should you encounter
problems or require further help or a direct
contact, you may reach us at any time or use
the comprehensive OOS help feature.

[OOS User Briefing](#)

Order online

Registration: Use the online access data
from the admission document

Stand Order-No.

Password **B**

Initial password **A**

Please use this password for the first
login.

[Password forgotten?](#)

Login **C**

Guest access
Select trade fair:

Guest login


Try this application without obligation.

[Questions?](#)

Our hotline* is available to answer your
questions

- ⑤ 下記画面の **Password** 欄 2 か所 **(D)** に貴社にて変更パスワードを決めた上で入力 (最大 16 文字)
- ⑥ **Phone, Fax** 欄 **(E)** に電話、FAX 番号を入力 (注意: 入力形式は 008103... でハイフンなし)
- ⑦ 画面下の **I accept** **(F)** をチェック
- ⑧ 画面左の **Save Changes** **(G)** をクリック


Help
Feedback



Messe Düsseldorf Online Order System

Exhibitor

Customer ID: 791624	Messe Düsseldorf Japan Ltd.
Order ID: 2431202	New Otani Garden Court, 7th Floor
Event: MEDICA	4-1, Kioi-cho, Chiyoda-ku
Hall/Booth: 16C52	JP - 102-0094 Tokyo
Hironori Hattori	Phone: 81-3-5210-9951
	Fax: 81-3-5210-9959



***Save changes** G

***Exit OOS**

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NOTE:

- The highlighted boxes are mandatory
- Please enter your complete phone and fax number (incl. country code) without special characters or spaces**
- Your password must have at least 6 digits. (max. 16 digits) It can include letters (upper and lower case) and / or numbers and only the following special character can be taken: + / = *
- The new password cannot be the same as the last 2 previous ones
- These login details are valid both for the OOS and for the trade show portal.
- Fraud Alert**
We are currently seeing an increasing number of fake invoices being sent out to exhibitors. These invoices aim to give the impression of being connected with your trade fair participation and use the logos and trademarks of Messe Düsseldorf and/or its partners for this purpose. Please only pay invoices that you can **clearly** attribute to an order you have placed with Messe Düsseldorf or our partners (customer number) and compare bank details with the accounts of Messe Düsseldorf (www.messe-duesseldorf.de). Our bank account details can be found in the respective conditions of participation.

© Messe Düsseldorf

User

First name: <input type="text" value="Hironori"/>	Phone: <input type="text" value=""/>
Last name: <input type="text" value="Hattori"/>	Fax: <input type="text" value=""/>
Title: <input style="border: 1px solid #ccc;" type="text" value="Mr."/>	email: <input type="text" value="mdj@messe-dus"/>
Company: <input type="text" value=""/>	
Department: <input type="text" value=""/>	
Password: <input type="password" value="....."/> (max. 16 character)	Confirm password: <input type="password" value=""/>
Order confirmation and notification <input type="text" value="By eMail"/>	

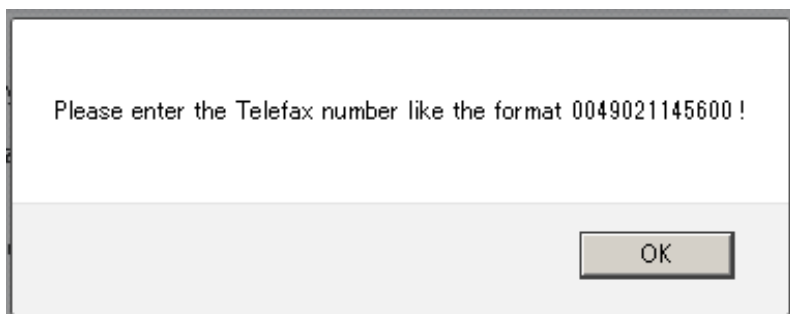
Status order permissions:








By "clicking" the box "I accept" (bottom), you acknowledge acceptance of [User Conditions - OOS Terms and Go-Online-Access](#)

After your acceptance please click "Save changes" (left).

F I accept.

【注意】 以下のエラーメッセージが出た場合 ⇒ 上記ご案内⑥をご参照



Help Feedback Checklist <input type="text"/> Search Extended			
 <p>Messe Düsseldorf Online Order System</p>	Exhibitor Customer ID: 791624 Order ID: 2431202 Event: MEDICA Hall/Booth: 16C52 Hironori Hattori	Messe Düsseldorf Japan Ltd. New Otani Garden Court, 7th Floor 4-1, Kioi-cho, Chiyoda-ku JP - 102-0094 Tokyo Phone: 81-3-5210-9951 Fax: 81-3-5210-9959	
<ul style="list-style-type: none">*Welcome page*User data*Order Forms (H)*Shopping basket*Orders*Stand sketch (PDF)*Hall (PDF) (I)*Admission (PDF)*Contact (eMail)*To the portal*Exit OOS	Important Notes  <p>Technical information, specifications and guidelines</p> <ul style="list-style-type: none">Technical GuidelinesLeaflets, Environmental concepts, securityConditions of Participation / OOS Terms	Site Plan / Best route to Messe Düsseldorf  <ul style="list-style-type: none">Hotel and travel packages	Useful instructions  <ul style="list-style-type: none">OOS User Briefing
Conditions of Participation / Servicepartner  <p>You can recognize our service partners by the logo "official service partner of Messe Düsseldorf".</p> <ul style="list-style-type: none">Servicepartner		Application for your co-exhibitors or group-partic  <p>You can invite your co-exhibitors or group-participants by using our Easy Administration Tool. Upon receipt of your invitation your co-exhibitors or group participants can easily apply online. You will need your login details to proceed.</p> <ul style="list-style-type: none">Easy Administration Tool	
© Messe Düsseldorf			

* 画面左側 **Order Forms(H)**より各種オーダー可能（グループ出展者はオーダーに制限があり、オーダー不可のサービスは表示されません） *2016.06.22 現在、オーダー可能なフォームしか表示されません。

* **(I)**にて以下の内容を閲覧可能（グループ出展者は制限があり、一部閲覧できないものもあります）

Stand Sketch(PDF) ⇒ 内容：ブース図面

Hall(PDF) ⇒ 内容：貴社出展ホールのホール図面及び同ホールの出展者リスト

Admission(PDF) ⇒ 内容：貴社ブース No./面積/無料出展者証枚数 が記載

*2016.06.22 現在、表示されていません。

* **(H) (I)**ともに主催者からの正式な出展認可が行われたのち、ご利用、ご覧いただけます。

ご不明な点がございましたら下記まで
株メッセ・デュッセルドルフ・ジャパン

T: 03-5210-9951

mdj@messe-dus.co.jp