



CMEF Online Manual System Instruction

2017.7

New Account

- **Recommend using the browser IE 10+**

Click the following website to register: <http://i.cmf.com.cn/g842.aspx>

Welcome! Username Password PIN 5G89 login Register Forgot save as homepage

Password

CMEF
China International
Medical Equipment Fair

ICMD
International Component
Manufacturing & Design Show

产品/Product

Repeat Customer

New customer

New Account

Fill in the username, password, mailbox, then the system will send the confirmation letter automatically(please see the next page). Check the mailbox and activate account.

The screenshot shows the registration interface with the following elements:

- Logos for CMEF and ICMD at the top.
- A navigation bar with links: Home, Product search, Exhibitors search.
- The title "Exhibitor register" with a blue underline.
- Four input fields: "UserName", "Password", "Confirm password", and "mailbox", each with an information icon (i) to its left.
- Two buttons at the bottom: "Register" (blue) and "To log in" (grey).

This is a duplicate of the registration form shown above, featuring the same logos, navigation bar, title, input fields, and buttons.

You have registered successfully and the verification email has been sent to your registered email account. If you haven't received the email please [click here](#) to get it sent again

New Account

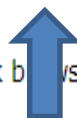
Press “click here” button to activate account

Dear user :

Welcome to use the Reed Sinopharm Exhibitions system and this is the email sent by the membership center to activate your account.

Please confirm 1243861745@qq.com is the email account you would like to use for registration and if yes please [click here](#) to activate your account within **24 hours** after receiving this email.

If your email software cannot open the above “click here” button please paste the following address to your network browser:



<http://i.cmf.com.cn/kenglish/tabid/867/ctl/RegisterApprove/mid/3126/u/24b87dbb-7f23-4d3c-8e61-bbebfd634724/k/66ebf6d0-25b6-4dbf-9a73-810438930945/language/zh-CN/Default.aspx>

If you have any question [please contact us .mingfang.wen@reedsinopharm.com](mailto:.mingfang.wen@reedsinopharm.com)

New Account

Press “login” button

The screenshot shows the website header with the CMEF and ICMD logos. Below the logos is a dark red navigation bar with the following menu items: Home, Product search, and Exhibitors search. Below the navigation bar is a light green message box containing the text: "Your account Wang Jiayi has been activated and please login again." The word "login" is circled in red.

New Account

Login

用户登录 | USER LOGIN

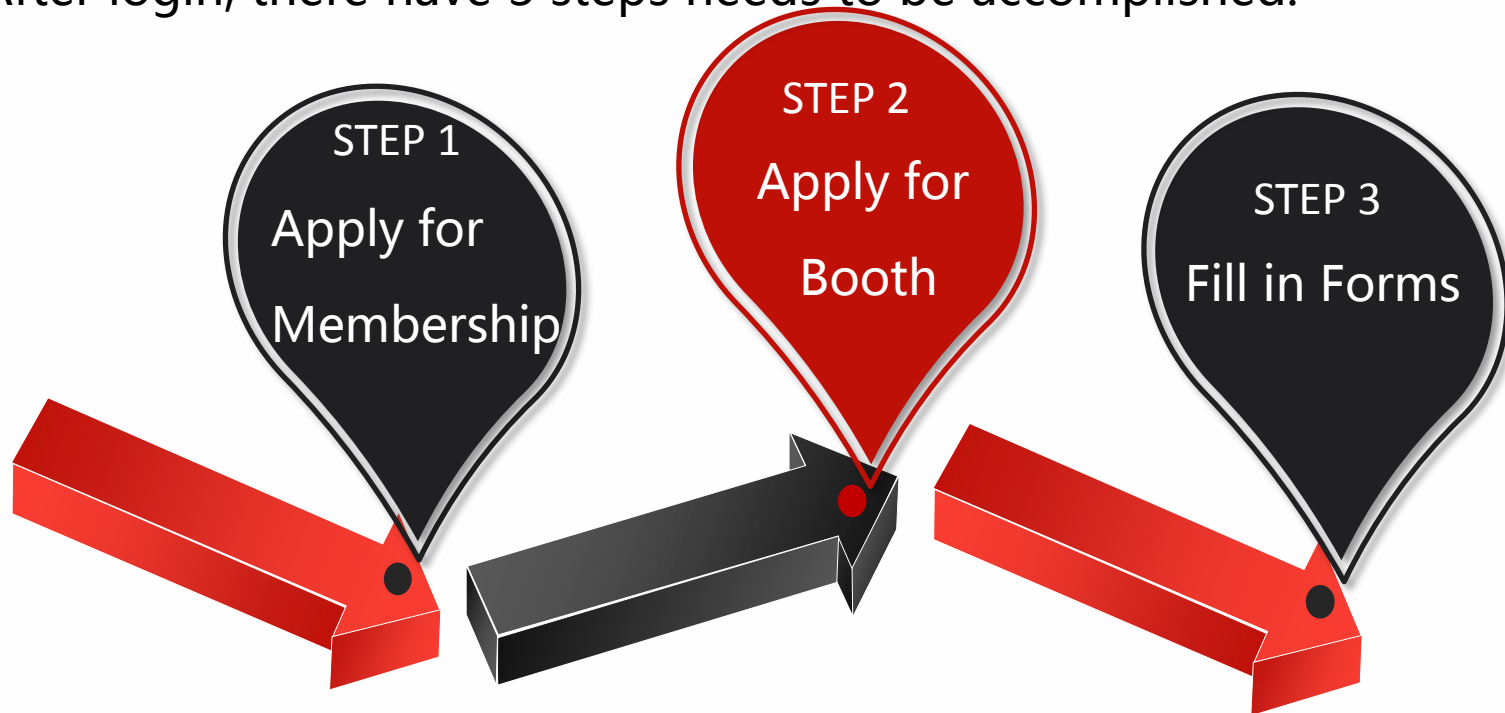
UserName :

Password :

VerificationCode : 



New Account



After login, there have 3 steps needs to be accomplished.



New Account

Step 1.1 Fill in Personal Information

您好, DIDIDI, Welcome [Logout](#)  

[Home Page](#) [Personal](#) [Company](#)

Center

Notification

Welcome to the membership center and please proceed with the following steps:

- 1 fill in [Personal data](#)
- 2 Fill in company profile and apply to [membership](#)
- 3 When company profile is approved you can [apply for space online](#)

[click download: >>>Download Online Manual Instruction<<<](#)

New Message

Exhibition	Receive Date	Title	Status	Review Date	Edit
No data					

[More>>](#)

New Account

Center



Wang Jiayi

→ Profile

» Profile

Personal details

After filling in the personal data you would be able to use the relative services.

Please fill out the following information. After submitting, it will be audit by the organizer within three working days. If the enterprise information has been approved, you can proceed the booth application online for the next step.

* Username: Wang Jiayi

* E-mail address:

This email address will be used to receive your pre-registration code and other show news

* confirm your

email address :

Title: ▼

* First name:

* Last name:

* Position:

* Tel: - - -

New Account

* Tel: - - -

CountyCode-Area Code-Number-Extension

Fax: - - -

CountyCode-Area Code-Number-Extension

Mobile phone: -

* Company Name:

* Country:

* Address:

* Full address:

* Postcode:

Website:

You will receive a text message with your Pre-registration code and relevant show information

New Account

Step 1.2

Fill in Company Information

[Home Page](#)
[Personal](#)
[Company](#)

Center

You are not a member, [apply for membership now!](#)
Please now fill in your company information.

Notification

New Account

Center

Basic information



Enterprise Service

- > Basic Information
- > 增值税发票开票信息
- > Product Management
- > Message Center

* Exhibitor name :

* Country: ▼

* Address : ▼ ▼

* Full address :

* zip code :

* registered address :

Company Register Address

* Type of business : ▼

http:// Website :

* E-mail :

* First name :

* Last name :

* Tel. : - - -

New Account

* Tel. : - - -

CountyCode-CityCode-LocalNumber-Extension number

Fax : - - -

CountyCode-CityCode-LocalNumber-Extension number

Mobile : -

You will receive a text message with your Pre-registration code and relevant show information

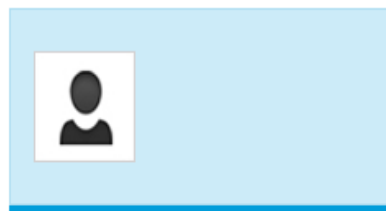
* Detailed Corporate introduction (in English , limited to 500 words , incl. punctuation):* :

Company Logo :

Format Logo image,jpg, png, do not exceed 200kb.

New Account

After filling in all the personal and company information. The organizer needs to verify the information you submitted within three working days. After approval, you can go to the next step for booth application.



Enterprise Service

- » Basic Information
- » 增值税发票开票信息
- » Product Management
- » Message Center

Center

Upload a file

1. Recommend using browser IE 10+ to upload the files 2. The file do not exceed 500kb and the format must be JPG, PNG or PDF

* Business License :

select file

Registration

select file

Certificate For

Medical Device(CE

Submit



返回

FDA,

New Account

It will take 3-5 days to approve the application of your account, please check back on the status of your application.

Go to the message center to check the status of processing.

Welcome **【您好, DIDIDI, Logout】**  

[Home Page](#) [Personal](#) [Company](#)

Center

Verifying

Notification

New message

Exhibition	Reieve Date	Title	Status	Review Date
	2017-07-21 13:40	Your business state changes	Review	



[More>>](#)



Enterprise Service

- > Basic Information
- > 增值税发票开票信息
- > Product Management
- > Message Center


New Account

If approval, you will find “Exhibition Service” on the left side. Click “Apply for booth” for the booth application.

Welcome [您好, DIDIDI, Logout]  

Home Page Personal **Company Center**

 DIDIDI

Exhibitor account has been approved 7/21/2017 1:43:56 PM
Please click on the left “Exhibition Service” -- “Apply for booth” to process the online application.

Notification

New message

Exhibition	Recieve Date	Title	Status	Review Date
	2017-07-21 13:43	Your business state changes	Review	
	2017-07-21 13:40	Your business state changes	Review	

[More>>](#)

Obligatory forms

Exhibition	核对表格操作
	No data

[More>>](#)


[Enterprise Service](#)

- > Basic Information
- > 增值税发票开票信息
- > Product Management
- > Message Center

[Exhibition Service](#)

- > **Apply for booth**
- > Checklist
- > Previous Project

New Account



456

Enterprise Service

- » Basic Information
- » 增值税发票开票信息
- » Product Management
- » Message Center

Exhibition Service

- » Apply for booth
- » Information reporting
- » Business Product

Center

press button-->

Apply

Serial Number	ExhibitorsName	Application area name	Application for booth type	Booth No.	Examination area name
No data					

1 of 1 PageSize 10 Total 0First Prev 1

New Account

Step 2 .1 Before apply for booth, you need to confirm company information first.

Center

step1: Confirm the Enterprise information

* exhibitor	456
name :	
* country :	China
* Company	123
address :	
* post code :	123
* Type of business	others(please specify) <input type="checkbox"/>
http://	
Website :	
* email :	mingfang.wen@reedsinopharm.com

New Account

If there have something you want to revise, please click “edit”. Please be noted after edit, the information need to verify again by organizer. Or you can click “confirm’ to booth application.

* Last Name :

Tel : - - -

CountyCode-Area Code-Number-Extension

Fax : - - -

CountyCode-Area Code-Number-Extension

* mobile phone -

number :

* company introduction and product introduction in English
(Limit within 500 English words) :

企业Logo :



New Account

Step 2.2 Booth Application. Choose the exhibition you want to attend.

Center

step2: Please choose the exhibition

	<p>name: The 25th International Component Manufacturing & Design Show date: 2017-10-29 Sunday ~ 2017-11-01 Wednesday place: ProjectDescription: Covering material, design, R & D, components, manufacturing, packaging and relative services. Providing one stop purchasing solutions for medical device manufacturers through</p>
	<p>name: 2017 China rehabilitation and homecare show date: 2017-08-25 Friday ~ 2017-08-26 Saturday place: SNIEC ProjectDescription:</p>
	<p>name: The 7th China International Medical Equipment Fair (CMEF Autumn 2017) date: 2017-10-29 Sunday ~ 2017-11-01 Wednesday place: ProjectDescription: Via Pacific's comprehensive platform serving the entire value chain for the medical devices world, with combination of products display, technological innovation, trading.</p>
<p>You may apply for the booth National Hall: CMEF Int'l Hall RawSpacePrice: 2464RMB/m2 (minimum square meter: 18 m2) ShellSchemePrice: 2744RMB/m2 (minimum square meter: 9 m2)</p> <p style="text-align: right;">You may apply for the booth</p> <p>Naitonal Hall: Canada Pavilion</p>	
<p>You may apply for the booth Naitonal Hall: Taiwan Pavilion</p>	

New Account

Step 2.3 Fill in the Space Requirement

step4: fill in space application form

Exhibition

Venue :

Name : The 78th China International

Medical Equipment Fair (CMEF Autumn 2017)

Area : CMEF Int'l Hall

Exhibition Stand Request: Raw Space

Booth price: 2464.0000

width: depth:

meter meter

Area: 0.0
SquareMeter

Notes:

All the special equipment limited to 6 meters high,
specifically for the exhibition contract

Save

Cancel

New Account

Step 2 .4 Download the application form, Fill in and upload it.

step4:upload SellerAppsheet

Click Select file, you can upload attachments, annex size can not exceed 500KB,the format is JPG, PNG, pdf

sellerPositionApplySheet:

* [Template\(ICMD\)](#)
[Template\(CMEF\)](#)
[Template\(rehabilitation\)](#)

select file

[申请表2-1](#)

Please upload a signed copy of your application form.

If you have not completed application form, please use the templates provided.

submit app

New Account

Home Page

Personal

Company

Center Wait until contract process is over, and check back to complete the next step.

press button-->

Apply

Serial Number	Exhibition	Application area name	Application for booth type	Booth No.	Examination area name	Examination for booth type	application status	Edit
1	The 78th China International Medical Equipment Fair (CMEF Autumn 2017)	CMEF Int'l Hall	Raw Space				in process	Review Update Delete

1 of 1 PageSize 10 Total 1First Prev 1 Next Last

Now you have applied for booth successfully!

Welcome 【您好, DIDIDI, Logout】



Home Page

Personal

Company

Center



DIDIDI

press button-->

Apply

Serial Number	Exhibition	Application area name	Application for booth type	Booth No.	Examination area name	Examination for booth type	application status	Edit
1	The 78th China International Medical Equipment Fair (CMEF Autumn 2017)	CMEF Int'l Hall	Shell Scheme	test2	CMEF Int'l Hall	Shell Scheme	application successful	Review

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Enterprise Service



- » Basic Information
- » 增值税发票开票信息
- » Product Management
- » Message Center

Exhibition Service

- » Apply for booth
- » Checklist
- » Previous Project

New Account

After booth assignment, you can enter into the step 3 to fill in the checklist. Please click “Checklist” to fill in show directory form, product information and exhibits category form.

Welcome 您好, DIDIDI, Logout  

Home Page Personal **Company**

Center

press button--> [Apply](#)

Serial Number	Exhibition	Application area name	Application for booth type	Booth No.	Examination area name	Examination for booth type	application status	Edit
1	The 78th China International Medical Equipment Fair (CMEF Autumn 2017)	CMEF Int'l Hall	Shell Scheme	test2	CMEF Int'l Hall	Shell Scheme	application successful	Review

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→ **Enterprise Service**

- > Basic Information
- > 增值税发票开票信息
- > Product Management
- > Message Center

→ **Exhibition Service**

- > Apply for booth
- > **Checklist**
- > Previous Project