

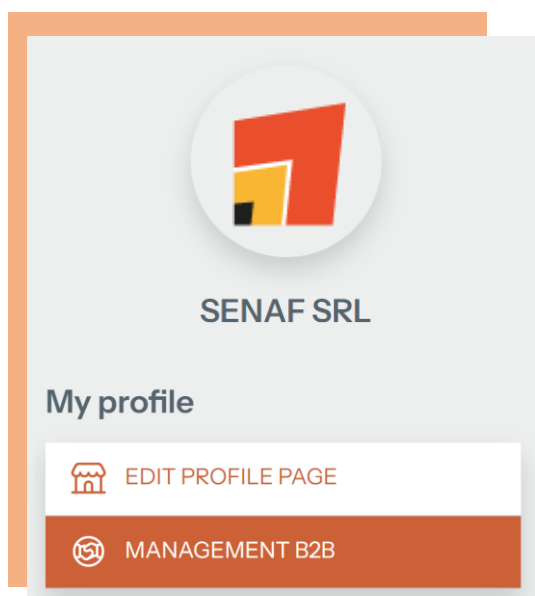
MATCHMAKING ACTIVITY B2B

EXHIBITORS SAIE BARI

Dear all,

We would like to inform you that the **Matchmaking B2B section** for **SAIE BARI 2025** is now active on your exhibitor portal.

The feature is integrated into your personal area of the exhibitor portal for which you have already received your credentials.



Each exhibitor should activate below **“MANAGEMENT B2B”** the name of the contact person who is to manage the meetings and participate in the matchmaking program.

If the name is the same as the trade fair contact person provided when registering for the event, the portal will automatically enable the section required for agenda setting activities.

On the other hand, if the address does not coincide with the address indicated as the trade fair contact person, the platform will automatically send an e-mail to complete the registration and access all available matchmaking functions.

Once the profile is active, a new **“MATCHMAKING B2B”** button will then appear through which you can start setting up the necessary matchmaking activities.



Specifically:

1. Availability setup

The screenshot shows the 'Matchmaking B2B' interface with the 'My availability' tab selected. It includes a legend for 'Available' (white), 'Booked' (purple), and 'Unavailable' (red). Instructions state: 'Select the times you are not available by clicking on the specific time. To make a time available again, click on it again.' The agenda shows two days: 23 October 2025 - Thursday and 24 October 2025 - Friday. Time slots are displayed in a grid. On Thursday, 10:00 and 10:20 are red (Unavailable), while others are white (Available). On Friday, 11:40 and 18:40 are red (Unavailable), while others are white (Available).

By selecting the time slots in the agenda, you can indicate the time when the representative is unavailable by clicking on the specific time slot for proper agenda setup.

A red-colored time slot indicates unavailability for the selected time.

To make a time slot available again, simply click on it once more.

2. Partner research

The screenshot shows the 'Search partner' tab selected. It features a search form with 'Filter by nation' and 'Company name' input fields, and a 'Search' button. Below the form, a profile card for 'PROFILO BUYER' is shown, with a 'Book' button highlighted by a red box and an arrow pointing to it.

Under Partner Research, you will find the list of buyers available for matchmaking meetings, who will also have set their agenda availability.

You can search for buyers by company name and country of interest.

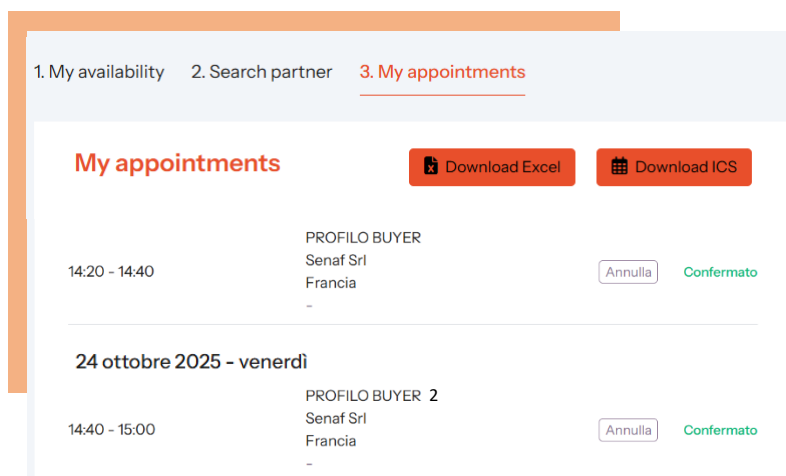
By clicking the "Book" button you can proceed with the appointment request.

You can select a 20-minute time slot between 10.30am and 5.30pm (excluding lunch break slots from 1:30pm to 2:30pm). Once the preferred time is chosen and the booking is confirmed, the request is immediately validated, and the buyer receives an email notification.

The buyer has the option to cancel the appointment if they are not interested in meeting the exhibitor.

The screenshot shows a 'Book appointment' modal for 'PROFILO BUYER'. It displays two days: 23 October - Thursday and 24 October - Friday. Time slots are shown in a grid. On Thursday, 10:40, 11:00, 11:20, 11:40, 12:00, 12:20, 12:40, 14:00, 14:20, 14:40, 15:20, and 15:40 are available. On Friday, 16:00, 16:20, and 16:40 are available. At the bottom, there are 'Book' and 'Cancel' buttons.

3. Agenda



Under Agenda, you will find all your confirmed meetings listed for your easy management.

If you are no longer available for a meeting, you have the possibility to cancel it by clicking **“cancel”**.

For your convenience, you can also download the list of appointments by clicking the **“download”** button in the top left corner.

IMPORTANT!

We invite all exhibitors to pay particular attention if you are contacted by third parties and to follow up only on communications sent by the Organising Office through the SAIE’s official channels.

The delegations participating in the SAIE BARI 2025 matchmaking programme are shown at the following link:

<https://www.saiebari.it/en/international-activities/>

Any requests from countries not included in this list must be examined very carefully. If you have any questions or problems, please contact the organisational office:

Simone Liuzzi – simone.liuzzi@senaf.it