

# Registration Instruction for 2021 China-CEEC Expo

Step 1 - Register your own account on CEEC Products Online Fair

Click the link: <https://member.cceecexpo.org/site/reg.html>



## CEEC Products Online Fair

### User Registration

| Buyer  | Exhibitor  | Visitor  |
|--|--|--|
|  <ul style="list-style-type: none"><li>✓ Browse Online Fair</li><li>✓ View the qualifications of recommended exhibitors</li><li>✓ Publish Inquiry information</li><li>✓ Publish purchase information</li><li>✓ Interact with exhibitors</li><li>✓ Participate in online matchmaking meetings</li><li>✓ Online consultation service</li></ul> <p>Buyer registration</p> <p>Already registered, go to login&gt;&gt;</p> |  <ul style="list-style-type: none"><li>✓ Personalized booth</li><li>✓ Publish promotion messages</li><li>✓ Send messages to recommended purchasers</li><li>✓ Participate in online matchmaking activities</li><li>✓ Online consultation service</li></ul> <p>Click here to register your account</p>  <p>Exhibitor registration</p> <p>Already registered, go to login&gt;&gt;</p> |  <ul style="list-style-type: none"><li>✓ Browse Online Fair</li><li>✓ Post purchase information</li><li>✓ Online consultation service</li><li>✓ Become a buyer</li></ul> <p>Visitor registration</p> <p>Already registered, go to login&gt;&gt;</p> |

Step 2 - Finish the registration process



## CEEC PRODUCTS ONLINE FAIR

### Exhibitor Registration

Note: you are suggested to use ie10 (or newer version), chrome or firefox browsers.



#### Register with email account

(If failed to receive the verification email, please check the Trash, or add the domain "cceecexpo.org" into the white list of the email box)

E-mail: \*

Username: \*

The username should be made up of 5 to 12 digits of letters and numbers, and must contain lowercase letters.

[Send email verification](#) [User login](#)

**Follow the instruction to finish the registration and log into your account**



### Step 3 - Login and submit registration form

The screenshot shows the 'Exhibitor Registration' page. The header includes the logo and navigation links. A sidebar on the left contains a 'Welcome' message and a menu with 'Exhibitor Registration' highlighted. The main form contains the following fields:

- Company name (English): Company name (English)
- Company name (Chinese): Company name (Chinese)
- Country / Region: Albania
- Official company registration certificate: Browse
- Address (English): Address (English)
- Address (Chinese): Address (Chinese)
- Contacts: Contacts (radio buttons for Ms. and Mr.)
- Tel.: Tel.
- Mobile: Mobile
- Fax: Fax
- E-mail: 371131223@qq.com
- Official website of the company: Official website of the company
- Company Profile (English): [Text area]
- Company Profile (Chinese): [Text area]

A red text overlay on the right side of the form reads: **Complete the exhibitor registration form and submit**

### Step 4 - Apply for 2021 CEEC Expo Booth (On site)

The screenshot shows the 'Apply for 2021 CEEC Expo Booth (On site)' page. The sidebar on the left has 'Apply for 2021 CEEC Expo Booth (On site)' highlighted. The form includes the following fields and annotations:

- Company Name: [Text field] ← Your company name and exhibition group will automatically appear here
- Exhibition Group: [Text field]
- \* Intended Exhibits: Intend sku ← Fill in the number of SKU you intend to exhibit
- Notes: Exhibits Category, Quantity, Volume, Weight [Text area]
- Submit: [Submit button]

A red text annotation at the bottom of the form reads: **Fill in more exhibit details for each SKU like product category, product name, quantity, volume, weight, etc.**

Welcome  
[User Name] Logout

- My Account
- Exhibitor Registration
- System Information 0
- Online Exhibitor
- Apply for 2021 Expo Booth

### Apply for 2021 CEEC Expo Booth (On site)

Company Name:

Exhibition Group:

\* Intended Exhibits:  sku

Notes:

**If you see this hint when you click apply for 2021 on-site expo booth, please go back to complete the exhibitor registration first**

Please complete the Exhibitor Registration first