

## Invitation

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Once again, AC Forum has a hosted buyer group at IMEX Frankfurt, which takes place on 23-25 May 2023.

At IMEX, you have the opportunity to:

- meet global suppliers
- create powerful connections
- gain insight and inspiration from industry experts and innovators
- join your peers at networking events
- participate in the free professional education programme

## The hosted buyer programme includes

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- Complimentary flights or trains (up to [reimbursement limits](#))
- Complimentary room only in a 4/5-star hotel in Frankfurt to fit your programme dates\*
- Complimentary transfers to and from Frankfurt airport and train station to the hotel and to Messe Frankfurt and return

*\*Please note no meals are included in the programme*

## Why join the AC Forum hosted buyer group?

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- Quick, no hassle application. As an AC Forum member, you automatically qualify as a hosted buyer.
- Three different AC Forum hosted buyer groups (see below) from which to choose – select the option that best suits your needs.

## AC Forum hosted buyer group options

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- 1. Monday 22 - Tuesday 23 May** (all buyers are to attend Association Focus and evening)  
Attendance: arrive Monday in time for Association Focus, depart Tuesday after the show closes at 18.00
- 2. Monday 22 - Wednesday 24 May** (all buyers are required to attend Association Focus and evening)  
Attendance: arrive Monday in time for Association Focus, depart Wednesday after the show closes at 18.00
- 3. Tuesday 23 - Wednesday 24 May**  
Attendance: arrive Tuesday in time for show opening at 10.00, depart Wednesday after the show closes at 18.00

## Your IMEX experience

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### Quick registration process for qualified buyers

**Qualification criteria based on confirmed future business** – [Hosted buyer qualification criteria](#)

**Flight booking procedure** – Buyers and Group Leaders are required to book their own flights and train and claim a reimbursement (up to the [banding limit](#) from their home gateway). This allows greater flexibility to book the airline of choice, collect loyalty points and book any extras. Please ensure you are aware of the arrival and departure times for your attendance.

**Reimbursement process** – reimbursements are paid electronically after the show

## Application

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Before you apply to register, you must **create an account**. Click on the link [here](#) to do this, then select “create your IMEX account”.

Once you have created your account, click on ‘**Register for IMEX Frankfurt**’ and complete the hosted buyer registration form.

You will need to use the unique **6-character alphanumeric group invitation code** that applies to the hosted buyer group option you wish to register into:

- Monday – Tuesday programme:           CODE = UW89WW
- Monday – Wednesday programme:       CODE = RW46QE
- Tuesday – Wednesday programme:      CODE = AI45GZ

If you have any questions or need help with your application, please contact the dedicated IMEX AC Forum Account Manager, Laura Jewell, at [Laura.Jewell@imexexhibitions.com](mailto:Laura.Jewell@imexexhibitions.com).

## What else do I need to know?

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**Flight bookings/FAM trips** – Please let your Relationship Manager know if you are booking a FAM trip either side of IMEX in Frankfurt. This is to ensure we have your correct arrival and departure details for transfers.

**Education** – Keep up with the fast-changing event trends with our free programme of education – [What’s on at IMEX](#)

**Appointments** – Hosted buyers have the flexibility to meet who they wish. But when buyers accept our invitation to be a hosted buyer, they’re making a commitment to make genuine business appointments with our exhibitors. We recommend 6-8 appointments per day.

We do regularly check that buyers are making and attending their appointments *[on average IMEX buyers make 16+ appointments over 3 days]*.

We expect and trust hosted buyers to stay at the show for full day.