



VISIT JAPAN Travel & MICE Mart 2025
Website Registration Manual
[for Buyers]

June 2 (Mon.), 2025
Secretariat of VISIT JAPAN Travel & MICE Mart 2025



Japan.
Endless
Discovery.

Flow from registration of detailed information to determination of business meeting schedule

This
manualRequired for
buyersFlow is shown
on the next
page

June	2 (Mon.)	Sending VJTM & VJMM 2025 website registration manual		
		Application Period for Participation June 9 (Mon.), 10:00 a.m. (JST) – June 20 (Fri.), 5:00 p.m. (JST) <ul style="list-style-type: none"> ◆ Be sure to apply for participation before the deadline. ◆ If you failed to do so, you may be disqualified from joining the VJTM & VJMM program. Therefore, be sure to finish applying for participation before the deadline. 		☑
July	June 9 (Mon.) 20 (Fri.) July 18 (Fri.)	Information Registration Period June 9 (Mon.), 10:00a.m. (JST) – July 18 (Fri.), 5:00 p.m. (JST) <ul style="list-style-type: none"> ◆ The deadline for registration is July 18 (Fri.), 5:00 p.m. (JST) , but participants are requested to complete their registration as soon as possible. ◆ If you fail to complete the registration before the deadline, you may be disqualified from joining the VJTM & VJMM program. ◆ Once you have registered “Business meetings and matchings” and “Business meeting participants”, you will be authorized to choose a desired FAM trip course. We will determine your FAM trip course after checking your preferences <u>on a first-come first-served basis.</u> 		☑
	30 (Wed.)	Information disclosure of participant sellers (scheduled) <ul style="list-style-type: none"> ◆ Time allotted for preparing appointment requests. ◆ Choose the sellers you want to send your requests to on or after Mon., August 4. 		
		Sending the business meeting request manual (scheduled)		
August	August 4 (Mon.) 29 (Fri.)	First Business Meeting Request Period August 4 (Mon.) – August 29 (Fri.) (tentative) <ul style="list-style-type: none"> ◆ Both buyers and sellers send requests to the preferred business meeting partners. ◆ Approve or decline incoming requests and finalize the meeting schedule. 		☑
September	August 29 (Fri.) September 5 (Fri.)	Second Business Meeting Request Period August 29 (Fri.) - September 5 (Fri.) (tentative) <ul style="list-style-type: none"> ◆ Requests from buyers and sellers are registered in the secretariat's server as data for system-based matching (matching arrangements) by the secretariat. 		☑
	5 (Fri.)	Completion of all business meeting requests (tentative)		
	10 (Wed.)	Determination of business meeting schedule (tentative)		☑
	12 (Fri.)	Sending of business meeting participation manual (tentative)		
	25 (Thu.)	VISIT JAPAN TRAVEL & MICE MART 2025 PERIOD September 25 (Thu.) – September 27 (Sat.)		☑

Process from Participation Application to Information Registration.

Participation Application and Information Registration Period.

Application for participation : June 9th (Mon.), 10:00 (JST) - **June 20 (Fri.)**, 5:00 p.m. (JST)Detailed registration : June 9th (Mon.), 10:00 (JST) - **July 18 (Fri.)**, 5:00 p.m. (JST)

Registration of ID (e-mail address) (Pages 3 - 5)

Registration of ID (e-mail address)

After you are authorized to join the program, you must enter a one-time password that will be sent to you at this email address every time you log in. We recommend that you register an email address specifically for that purpose and **share it with the rest of your team**.

Go to the top page of our official website, then click Registration, go to Buyers, enter your ID (your email address), and send it. In return, the system will be automatically sending you an email containing the link to the registration page. Click the link pasted in the email or paste it on your browser, then move on to the registration page.

- If your PC is set to classify automated emails as spam, please set it to un-classify our emails, from @vjtm.jp, as spam emails in advance.

Application for registration (pages 5 and 6)

**Agreement on Participation Guidelines /
Cancellation Policy / Privacy Policy /
JNTO CONSENT FORM**

Please review the Participation Guidelines, Cancellation Policy, and Privacy Policy. If you are from a GDPR country, or from Vietnam, Switzerland, Thailand, Singapore, South Korea, or China, please carefully read JNTO Consent Form as well. If you agree to all the above, you may proceed.

Application for registration (pages 7 and 8)

**Enter your corporate information, contact
person details, and password.**

Enter the password you will be using when logging in to your corporate/organization information, contact details, and My Page, then send it to us. Our system will send you an automatic email telling you that your application for registration has been accepted.

**Please complete all required steps by 5:00 p.m. (JST) on
Friday, June 20.**

- If you fail to complete the registration before the deadline, you may be disqualified from joining the VJTM & VJMM program.

Participation Approval Email (page 9)

Receiving registration approval email

We will send you an email approving your registration within approximately 1 to 2 weeks after receiving your application. Once you receive the confirmation email, you will be able to log in from the top page of our official website.

Log in to your My Page (page 9 - 11)

Login page

ID + Password + One-Time Password

Do the following after receiving an email from us authorizing you to join our program: go to our official website; go to the home page; log in; click > Buyer to go to the Login page; enter your ID (email address) and password; press Login. Within a minute, you will receive an eight-digit one-time password that contains letters and numbers.

Enter your one-time password and click Login again. You can then proceed to your My Page.

Forgotten your password/Set a new password ▶page 18

Entering your details (page 11 - 17)

**Register relevant detailed
information on My Page**

If you have registered “Business meetings and matchings” and “Business meeting participants”, you can now register your preferences about FAM trip.

Participants from the Asian market who operate in areas with direct flights to Chubu International Airport are requested to decide if they will join the Tokoname Excursion.

You can save what you have entered before or after you have completed your registration.

- Your applications for Fam trip courses will be examined and finalized by the Secretariat in order of registration.
- FAM trip participants are requested to join the TEJ Booth Tours. They are designed for different courses and are conducted on September 26, Day 2 of the business meetings session.
- If you are a MICE buyer, you will be joining your predetermined FAM trip course. You do not need to enter your details on your FAM trip page.

**Please complete all required steps by 5:00 p.m. (JST) on
Friday, July 18.**

- If you fail to complete the registration before the deadline, you may be disqualified from joining the VJTM & VJMM program.

Completion of registration

Registration of ID (e-mail address)

Access the link below and move on to our official website for VJTM & VJMM 2025.

<https://www.vjtm.jp/>

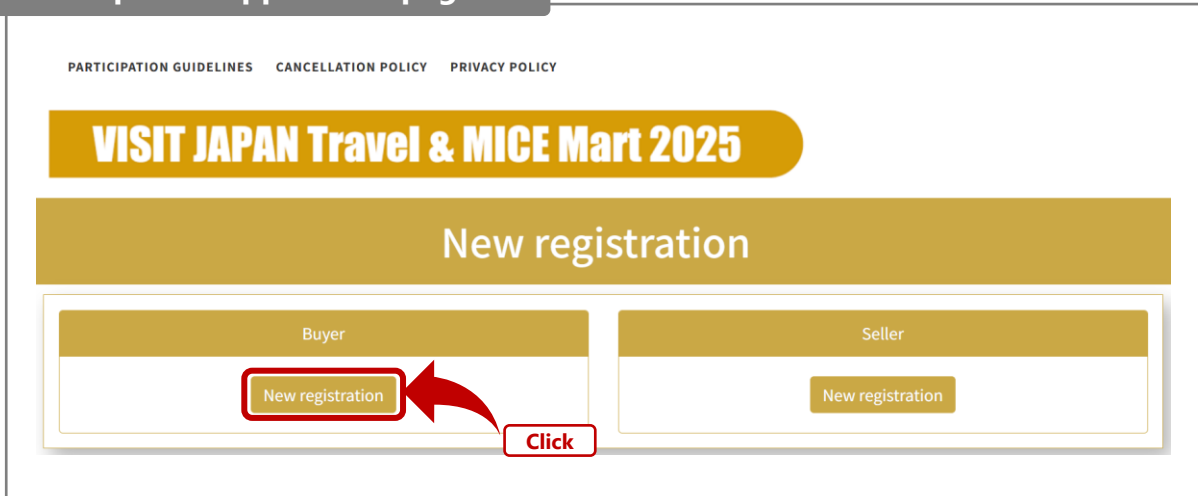
Top page of our official website



- Go to the top page of our official website, click the New Registration button, and move on.



Participation Application page



- Go to the Buyers option, click the New Registration button, and move on.

Participation Application page

Registration for Buyer

Registration for Buyer

Buyers are allowed to come if invited. Only those invited by the JNTO are therefore allowed to apply for participation.

As soon as you have sent an e-mail after entering your e-mail address, we will send an information e-mail with the URL that contains a page where you can apply for participation. Please click the URL in the e-mail you receive and enter the necessary items in the application form before sending it back.

Please click the URL in the e-mail you receive and enter the necessary items in the application form before sending it back.

Registration form acceptance period: from Monday, June 9, 2025, at 10:00 a.m. (JST) to Friday, June 20, 2025, at 5:00 p.m. (JST).

Note: If you fail to complete your application by 5:00 p.m. (JST) on Friday, June 20, 2025, we will assume that you have decided not to join the program.

E-mail address

Confirmation e-mail address

Our information e-mail will usually be transmitted within one minute after you send your e-mail address. If you do not receive the information e-mail after one minute, please check the spam folder, as the e-mail may be in that folder as a security measure. If you do not locate the e-mail, please inquire with the secretariat.

Send

Enter your ID (email address)

Enter your email address again

- **This email address will be your login ID from now on.**
- **After you are authorized to join the program, you must enter a one-time password that will be sent to you at this email address every time you log in. We recommend that you register an email address specifically for that purpose and **share it with the rest of your team.****

E-mail address

Japantrip@travelagent.com

Confirmation e-mail address

12345678@travelagent.com

Enter the same email address.

Please enter the same e-mail address as in "E-mail address" in "Confirmation e-mail address".

- ◆ **Re-enter the email address in the field labeled "your email address again," using the same email address that you provided earlier.**
- ◆ **If you enter a different email, address you will not be able to proceed.**
- ◆ **You cannot change your ID (email address) in the future. If you need to make any changes, please contact buyer@vjtm.jp after completing the creation of My Page.**

Email address submission completion page

Registration for Buyer

Thank you very much for your cooperation for registration procedure. We inform you of the URL for registration by auto reply e-mail. Please access the URL indicated in this mail and complete registration procedure. You have not yet completed your application to participate. Be sure to complete your application by 5:00 p.m. (JST) on Friday, June 20.

Our information e-mail will usually be transmitted within one minute after you send your e-mail address. If you do not receive the information e-mail after one minute, please check the spam folder, as the e-mail may be in that folder as a security measure. If you do not locate the e-mail, please inquire with the secretariat.

- **When you have sent your email address, you will receive an automatic notification with a link that you can use to access your Apply for Registration form.**
- **Our system usually sends the notification within one minute. If it does not arrive after more than one minute, it may have been redirected into the spam mail folder due to your corporate security policy. Check the spam folder. If you are unable to locate the email, please contact the Secretariat for assistance.**
- **Contact : buyer@vjtm.jp**

Email Notification for Participation Application Form URL (Link)

Email title: The link to apply for registration for VJTM & VJMM 2025

Thank you for your temporary registration.

We would like to provide instructions on how to register permanently for VISIT JAPAN Travel & MICE Mart 2025.

Please click the link below, and carefully read the Participation Guidelines, Cancellation Policy, and Privacy Policy. If you live in the EEA, Britain, Vietnam, Switzerland, Thailand, Singapore, South Korea, or China, please also read JNTO Consent Form.

If you agree to all the statements outlined in these documents, you may proceed to the Apply for Registration page.

https://www.vjtm.jp/registration_buyer.php=3b138dfe6423049a0

Click the relevant link.

- The notification contains the link to the registration application form. Either click on the link or copy and paste it into your browser to access to the registration application form.
- This link is specifically issued for the email address you have registered with us. You cannot apply for registration with any email address other than the one you have previously entered.



Agreement on Participation Guidelines/Cancellation Policy/Privacy Policy/JNTO
CONSENT FORM

Important matters

Are you from either of the economies listed below?

An economy applicable to the General Data Protection Regulations (GDPR) [European Economic Area (EEA), the U.K.], Vietnam, Switzerland, Thailand, Singapore, South Korea, or China.

Please read the Buyer Participation Regulations, the Cancellation Policy, and the Privacy Protection Policy. (If you are from either of the abovementioned economies, please read JNTO Consent Form as well.) Please then agree to each of them, and click "Go next."

[A question that all of you must answer] Are you from either of the economies listed below?

- ☐ You are from an economy applicable to the General Data Protections Regulation (GDPR) [European Economic Area (EEA), the U.K.], Vietnam, Switzerland, Thailand, Singapore, South Korea, or China.
- ☐ Participating from somewhere other than the above economies.

- Please select whether you are in a GDPR country (European Economic Area [EEA], the U.K.), Vietnam, Switzerland, Thailand, Singapore, South Korea, or China, or not.

< EEA Participating Countries >

Austria	Finland	Latvia	Portugal
Belgium	France	Liechtenstein	Romania
Bulgaria	Germany	Lithuania	Slovakia
Croatia	Greece	Luxembourg	Slovenia
Cyprus	Hungary	Malta	Spain
Czech Republic	Iceland	Netherlands	Sweden
Denmark	Ireland	Norway	
Estonia	Italy	Poland	

Agreement on Participation Guidelines/Cancellation Policy/Privacy Policy/JNTO CONSENT FORM

Buyer Participation Guidelines

*** You will find an "I Agree" checkbox in various parts of the Participation Guidelines. Read the whole of the Participation Regulations, and if you agree to the contents, click "I Agree" checkbox at each checkpoint. If you do not agree to all such prompts, you will not be authorized to join VJTM & VJMM program.**

Secretariat herein refers to an operator commissioned by Japan National Tourism Organization (hereafter "JNTO") to plan and operate VISIT JAPAN Travel & MICE Mart 2025 (hereafter "VJTM & VJMM").

Participants herein refer to individuals who belong to travel agencies and meeting planners that develop or sell (or plan to develop or sell) tour products to Japan, travel agencies that offer incentive tours, and other organizations and who are selected and approved by JNTO.

For the purpose of these Regulations, "sellers" shall be construed as Japanese tourist associations, corporations, or organizations that have registered themselves for business meeting opportunities in VJTM & VJMM and whose registrations have been approved by JNTO.

1. As a rule, participants must participate in the business meetings, FAM trip, and any other official events specified by JNTO that are held during VJTM & VJMM period. Participants must not leave the program before their scheduled ends. If participants must obtain permission from JNTO to leave the program, they must obtain permission from JNTO in advance. JNTO is not responsible for any loss or damage to participants' property, and participants must be responsible for their own safety and security during their stay in Japan. JNTO is not responsible for any loss or damage to participants' property, and participants must be responsible for their own safety and security during their stay in Japan.

Cancellation Policy

VJTM & VJMM participants whose registration has been approved by the Secretariat and who wish, for their own reasons, to cancel their registration for participation must submit a cancellation notice and a statement of the reasons to JNTO and the Secretariat either by snail mail or by email. Participants shall bear any cancellation charges for accommodation, FAM trips, or other events that they may have canceled.

Privacy Policy

The Secretariat for VISIT JAPAN Travel & MICE Mart 2025 (to be undertaken by JTB Corporation, hereafter referred to as "the Secretariat") will in the course of VISIT JAPAN Travel & MICE Mart 2025 handle all information provided by its registrants as specified below:

- As per the standards for handling personal information for the Secretariat (JTB Corporation) and the organizer (JNTO)
 - * JTB Corporation Personal Information Protection Policy: <https://www.jtbcorp.jp/en/privacy/>
 - JNTO's Privacy Policy: <https://www.japan.travel/en/privacy-policy/>
- In order to properly handle the information obtained, the Secretariat shall assign an Information Handling Manager to instruct and supervise the Secretariat staff that handle information on those who registered at VJTM & VJMM, and ensure the prevention of leaks and falsification of information, and acts of illegal intrusion.
- The Secretariat shall classify the information it handles into the following two groups: [1] "General Information" that includes corporate information (e.g., name, line of business, area of business) of your company or organization, information that can identify the registrant (e.g., address, telephone number, email address of the registrant), and the name of the person in charge; [2] "Special Information" that includes details of appointment requests submitted by registrants for individual business meetings, the other parties that have closed deals with registrants, and the schedules, and the business meetings.

JNTO CONSENT FORM

JAPAN NATIONAL TOURISM ORGANIZATION (JNTO)

CONSENT FORM

JNTO Headquarters is based in Yotsuya 1-6-4, Shinjuku-ku, Tokyo, Japan. This consent form is issued to you on behalf of JNTO's entities and establishments that need to obtain your consent to process your personal data in the way described below.

To see the contact details of the entities and establishments that form part of JNTO, see: <https://www.japan.travel/en/contact/>

By checking the check box you are giving your consent to the following processing:

1. Request for your consent to process your personal data

The purpose of processing is to obtain your consent in accordance with Article 6(1)(a) and Article 9(2)(a) of the GDPR. We hereby request your consent, which can be withdrawn at any time without affecting the lawfulness of the processing based on your consent prior to the withdrawal, in order to process your personal data.

☐ I agree to the above

***If you do not agree to JNTO Consent Form, you cannot join VJTM & VJMM 2025.**

Go next

- Read the Participation Guidelines, Cancellation Policy, and Privacy Policy. If you are from a GDPR country, carefully review JNTO Consent Form. If you agree to the statements mentioned in these documents, please check the corresponding checkboxes for each item and proceed.

- Please fill out the application form using English only. However, you may enter the company name in your native language.
- Fill in all required fields, click [Confirm] button, review your details on the confirmation page, then click [Send] button.

Registration for Buyer

Note) Please fill in all items in English.

Fill out each field of the following Apply for Registration form.
Asterisked () items of information will be made available to the sellers.

Economies applicable to the GDPR or other regulations	You are from an economy applicable to the General Data Protections Regulation (GDPR) [European Economic Area (EEA), the U.K.], Vietnam, Switzerland, Thailand, Singapore, South Korea, or China.			
Participation Guidelines Cancellation Policy Privacy Policy JNTO CONSENT FORM	<input checked="" type="checkbox"/> Agreement <input checked="" type="checkbox"/> Agreement <input checked="" type="checkbox"/> Agreement <input checked="" type="checkbox"/> Agreement	Participation Guidelines Cancellation Policy Privacy Policy JNTO CONSENT FORM		
JNTO office	Which office of JNTO has recommended this program to you? <div><input type="radio"/> Seoul <input type="radio"/> Hong Kong <input type="radio"/> Jakarta <input type="radio"/> New York <input type="radio"/> London <input type="radio"/> Stockholm</div> <div><input type="radio"/> Beijing <input type="radio"/> Taiwan <input type="radio"/> Manila <input type="radio"/> Los Angeles <input type="radio"/> Madrid <input type="radio"/> Tokyo Headquarters</div> <div><input type="radio"/> Shanghai <input type="radio"/> Bangkok <input type="radio"/> Hanoi <input type="radio"/> Toronto <input type="radio"/> Frankfurt</div> <div><input type="radio"/> Guangzhou <input type="radio"/> Singapore <input type="radio"/> Delhi <input type="radio"/> Mexico <input type="radio"/> Paris</div> <div><input type="radio"/> Chengdu <input type="radio"/> Kuala Lumpur <input type="radio"/> Sydney <input type="radio"/> Rome <input type="radio"/> Dubai</div>			
Company name (English name) *	<input type="text"/>			
Company name (native language) *	<input type="text"/> * Fill out this field using the script specific to your native language, rather than using Latin letters.			
Country or region where the office is located *	<div><input type="radio"/> South Korea <input type="radio"/> Singapore <input type="radio"/> India <input type="radio"/> Mexico <input type="radio"/> Italy <input type="radio"/> Denmark <input type="radio"/> Saudi Arabia <input type="radio"/> Israel <input type="radio"/> Others</div> <div><input type="radio"/> China <input type="radio"/> Malaysia <input type="radio"/> Australia <input type="radio"/> Brazil <input type="radio"/> Spain <input type="radio"/> Finland <input type="radio"/> Qatar <input type="radio"/> Türkiye</div> <div><input type="radio"/> Taiwan <input type="radio"/> Indonesia <input type="radio"/> New Zealand <input type="radio"/> United Kingdom <input type="radio"/> Netherlands <input type="radio"/> Norway <input type="radio"/> Oman <input type="radio"/> Ireland</div> <div><input type="radio"/> Hong Kong <input type="radio"/> Philippines <input type="radio"/> United States <input type="radio"/> France <input type="radio"/> Switzerland <input type="radio"/> United Arab Emirates <input type="radio"/> Bahrain <input type="radio"/> Belgium</div> <div><input type="radio"/> Thailand <input type="radio"/> Vietnam <input type="radio"/> Canada <input type="radio"/> Germany <input type="radio"/> Sweden <input type="radio"/> Kuwait <input type="radio"/> Austria</div>			
Line of business *	<div><input type="checkbox"/> FIT <input type="checkbox"/> Planned tour <input type="checkbox"/> Other category</div> <div><input type="checkbox"/> Group tour <input type="checkbox"/> MICE</div> <div><input type="checkbox"/> Package tour <input type="checkbox"/> Cruise</div> <div><input type="checkbox"/> Educational travel <input type="checkbox"/> OTA</div> <input type="text"/>			
Business Office	Does your company have a business office in Japan? <div><input type="radio"/> Yes <input type="radio"/> No</div>			
Your track record of handling trips	Have you ever handled trips to Japan? <div><input type="radio"/> Yes <input type="radio"/> No</div>			
ID	* e-mail			
Password	<input type="text"/> * Your password must be between 12 and 64 characters inclusive. It must include at least one character of each of the four character types (Latin uppercase, Latin lowercase, numeric, and symbol).			
Password (again)	<input type="text"/> * For confirmation, please re-enter the same password.			

Confirm

Confirmation Email for Participation Application Submission

Email title: Our system has received your registration application for VJTM & VJMM 2025.

Our system has received your registration application for VISIT JAPAN Travel & MICE Mart 2025. In about a week or two after you send us your application to participate, we will send you an email informing you of whether we have approved your wish to participate. Be sure to click the URL specified in our email to you, and complete your permanent application by 5:00 p.m. (JST) on Friday, July 18.

*Our system will automatically send an email indicating whether your registration has been approved or rejected. If your PC is set to act on your security policy, the email may be sent to the spam folder, so be sure to keep a lookout.

- **Fill out all fields in the Participation Application Form and review the information. Once completed, click the [Send] button. A confirmation email will be sent automatically to complete the application. Please verify the email.**
- **Please be aware that the confirmation email for your application is not an approval notification for participation in VJTM & VJMM 2025.**
- **An email will be sent within approximately one to two weeks after the submission of your application to notify you whether your participation has been <approved> or <declined>.**
- **For those whose participation has been approved, please click the [Login] button and enter your ID (the email address you registered) and the password you created. After logging in, continue by filling in the remaining details on your My Page.**

Participation Approval Email

Email title: Approval of your registration for VJTM & VJMM 2025

Thank you very much for your registration application for VISIT JAPAN Travel & MICE Mart 2025.

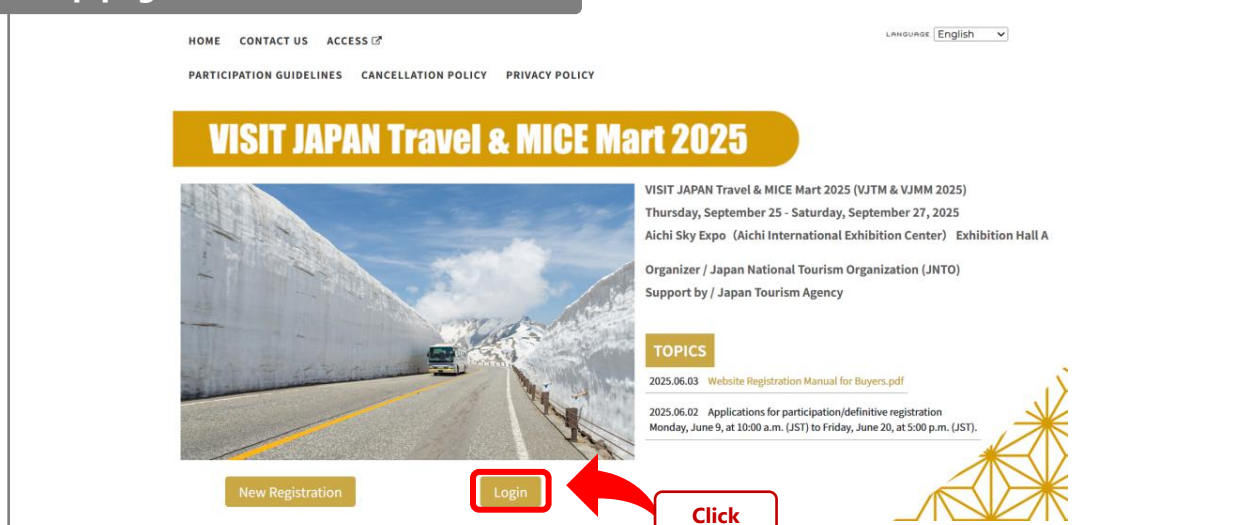
Go to our official website at <https://www.vjtm.jp/> and specify the various details by 5:00 p.m. (JST) on Friday, July 18.

Important

<https://www.vjtm.jp/>

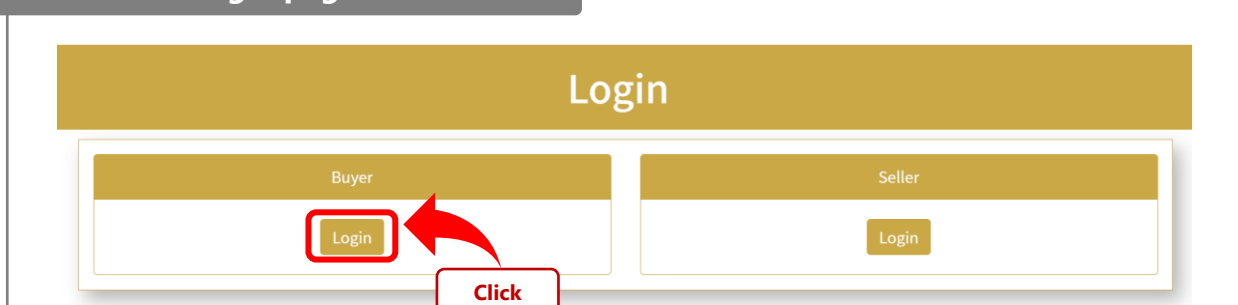
- When you log in, please ensure that **you can receive emails sent to your registered email address (ID)**.
- Here **you must enter the one-time password addressed to your email address (ID)**.

Top page of our official website



- Go to the top page of our official website, click Login, and proceed.
- When you log in, please ensure that **you can receive emails sent to your registered email address (ID)**.

Login page



- Click Buyer's Login and continue.

Page for entering your ID and password

Login

To: For Buyers

Please press the "Login" button after entering your Login ID and password.

Login ID (Email address)

Password

Login

If you don't remember your password and if you wish to set a new password, please click [here](#).

Enter your ID (email address)

Enter your password

Click

- Login with the ID (email address) that you specified.

Page for entering One-time password

Login

To: For Buyers

Enter the one-time password that we have sent to the email address that you have registered, and press Login.

One-time password

Login

- Enter your ID (email address) and password. You will then see the page where you can enter your **One-time password**.
- You will receive an email that notifies you of your **one-time password** sent to your registered email address (ID). Please find and check it soon.

An email that notifies you of your one-time password

Email title : [VJTM & VJMM 2025] The notice on your one-time password

To log in to your My Page, enter the one-time password indicated below.

One-time password: xxxxxxxx

- You will receive an email that notifies you of your one-time password sent to your registered email address (ID).
- Enter your one-time password specified in the email that you have just received; then, click Login again.
- **Your one-time password will be valid for 10 minutes after you receive your email notifying you of it.**
- The one-time password will expire after 10 minutes and become invalid. Please log in again.

Page for entering One-time password

Login
To: For Buyers
Enter the one-time password that we have sent to the email address that you have registered, and press Login.

One-time password

Click

Login

Enter One-time password.

My Page

Company Name

Registration number : 2***

Notice

Fill out all fields by 5:00 p.m. (JST) on Friday, July 18.

You will be able to register preferences of joining a FAM trip after you have finished specifying your "Business meetings and matchings" and "Business meeting participants".

Information to register	Status	Information to register
Initial registration	Already registered * The registration deadline is Friday, July 18, at 5:00 p.m. (JST).	Edit Page
Business meetings and matchings	Please complete your registration * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page ◀ Click
Business meeting participants	Please complete your registration * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page ◀ Click
Fam trip	Please be sure to complete your registration. First, please finish registering your Info about business meetings and matchings and Participant info. To register your FAM trip options, complete the above two registrations first, and then go to Entry and edit. * Those who specified that they will not take part in a FAM trip in their preliminary check must enter this information as well. We will decide your FAM trip course after checking your preferences on a first-come first-served basis. * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page
Tokonaame Excursion	Please complete your registration *For the Tokonaame Excursions, we will be accepting a total of 50 participants (25 participants in the English course and 25 for the Chinese course) on a first-come, first-served basis. * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page

Tokonaame Excursion section is only visible on the relevant participants' My Pages.

- Please finish "Business meetings and matchings" and "Business meeting participants". Only after that will you be authorized to register preferences of joining a FAM trip.
- Your FAM trip will be determined on a first-come, first-served basis after your details are checked. (In view of the time difference, the courses will be determined by lottery every 48 hours for lot participants who have indicated their wishes. Therefore, there will be no advantage or disadvantage due to time differences.)
- If you failed to complete the registration for 'Business Meetings and Matching' and 'Business Meeting Participant' by the deadline, you will not be able to select your desired FAM trip course and may lose a chance to participate.
- If you are a MICE buyer, you will be joining your predetermined FAM trip page. You do not need to enter your details on your FAM trip page.
- [FAM trip participants are requested to join TEJ Booth Tours. They are designed for different courses and are conducted on September 26, Day 2 of the business meetings session.](#)
- Authorized participants in Tokonaame excursion will be buyers for the Asian market who operate in areas with direct flights to Chubu International Airport.
- Only relevant participants can register to join the Tokonaame Excursion. We will only accept the first 50 applicants. Those who fall under this category are requested to specify if they wish to join Tokonaame Excursion.

Business meetings and matchings

Note) Please fill in all items in English.

Please fill in all necessary items in the following form and click the Renew button.

* All the information that you may have entered on this page will be made available to the sellers.

PR comment for sellers *Required	<ul style="list-style-type: none"> The information here will be incorporated into the handouts to be submitted to buyers whom you want to request business meetings with. Enter your corporate characteristics, business policy, how you handle trips to and in Japan, and particularly what information you want to obtain, etc. There is no limit on the amount of text you enter. <div style="border: 1px solid #ccc; height: 60px; margin-top: 10px;"></div>
Attaching image of symbol mark or logo * Optional	<ul style="list-style-type: none"> Upload an image of your corporate symbol or logo (a JPEG file not heavier than 1 MB) that you want to display on the Details page to be disclosed to the sellers. <div style="text-align: center; margin-top: 10px;"> <input type="button" value="Upload File"/> </div>
Upload an image for your publicity * Optional	<ul style="list-style-type: none"> *Upload an image with which you want to advertise your company or convey its corporate image (a JPEG file not heavier than 1 MB). The image uploaded here will appear on the Details page. Click Upload File below and specify an image that you want to attach. <div style="text-align: center; margin-top: 10px;"> <input type="button" value="Upload File"/> <input type="button" value="Upload File"/> <input type="button" value="Upload File"/> </div>
Uploading materials * Optional	<ul style="list-style-type: none"> Upload handouts or other data or materials you want to give to the sellers or that you want to use in your business meetings (not heavier than 30 MB in total document size, and not more than 10 files). When the total amount of data uploaded reaches 30 MB, you will become unable to upload any more even though you have uploaded not more than 10 files. <p>Uploadable files PDF (pdf) 、 Word (doc/docx) 、 Excel (xls/xlsx) 、 Powerpoint (ppt/pptx) Image (png / jpg / jpeg / gif / tif / tiff)</p> <div style="text-align: center; margin-top: 10px;"> <input type="button" value="Upload File"/> <input type="button" value="Upload File"/> </div>
Topics of interest *Required	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> Sustainable Tourism</div> <div style="width: 33%;"><input type="checkbox"/> Adventure Tourism</div> <div style="width: 33%;"><input type="checkbox"/> Gastronomy Tourism</div> <div style="width: 33%;"><input type="checkbox"/> Art</div> <div style="width: 33%;"><input type="checkbox"/> Industrial Tourism</div> <div style="width: 33%;"><input type="checkbox"/> Green Tourism (such as a stay at a farmer's house)</div> <div style="width: 33%;"><input type="checkbox"/> Luxury</div> <div style="width: 33%;"><input type="checkbox"/> Affordable Travel</div> <div style="width: 33%;"><input type="checkbox"/> Educational Travel</div> <div style="width: 33%;"><input type="checkbox"/> MICE (Incentive Tourism)</div> <div style="width: 33%;"><input type="checkbox"/> Other</div> </div> <div style="border: 1px solid #ccc; height: 30px; margin-top: 10px;"></div>
Information to be presented at the business meeting *Optional	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> Details of products/packages</div> <div style="width: 33%;"><input type="checkbox"/> Prices</div> <div style="width: 33%;"><input type="checkbox"/> Conditions of locations (access)</div> <div style="width: 33%;"><input type="checkbox"/> Meals</div> <div style="width: 33%;"><input type="checkbox"/> Services in foreign languages</div> <div style="width: 33%;"><input type="checkbox"/> Travel schedule</div> <div style="width: 33%;"><input type="checkbox"/> Method of supply</div> <div style="width: 33%;"><input type="checkbox"/> Acceptance capacity</div> <div style="width: 33%;"><input type="checkbox"/> Other</div> </div> <div style="border: 1px solid #ccc; height: 30px; margin-top: 10px;"></div>

Renew

- When all your entries are complete, click **Renew** to save your changes and enter the details.
- You can click **Renew** even in the middle of your entry process. The system will store the entries you have made up to that point. When you return, you can easily resume your work from the point where you left off.

● Fill out the participant details field with the information of the individuals who will be attending the respective business meetings.

Business meeting participants

Note) Please fill in all items in English.

Please fill in all necessary items in the following form and click the Renew button. If you fail to fill in all necessary items, your registration will not be completed. Be sure to complete your entry by the deadline date.

Participant's name * required	<input type="text"/>																									
Participant's department * required	<input type="text"/>																									
Participant's position * required	<input type="text"/>																									
Participant's telephone number * required	<input type="text"/>																									
Participant's mobile phone number * required	<input type="text"/>																									
Contact information during Travel * Optional	<p>* Enter the number(s) of the mobile phone(s) you will be using during your stay in Japan.</p> <input type="text"/>																									
e-mail * required	<input type="text"/>																									
Languages that can be used for business meetings * required	<p>* Please answer for all the languages</p> <table><tr><td>English</td><td><input type="radio"/> Native</td><td><input type="radio"/> Business level</td><td><input type="radio"/> Everyday conversation level</td><td><input type="radio"/> Not possible</td></tr><tr><td>Japanese</td><td><input type="radio"/> Native</td><td><input type="radio"/> Business level</td><td><input type="radio"/> Everyday conversation level</td><td><input type="radio"/> Not possible</td></tr><tr><td>Chinese (Traditional)</td><td><input type="radio"/> Native</td><td><input type="radio"/> Business level</td><td><input type="radio"/> Everyday conversation level</td><td><input type="radio"/> Not possible</td></tr><tr><td>Chinese (Simplified)</td><td><input type="radio"/> Native</td><td><input type="radio"/> Business level</td><td><input type="radio"/> Everyday conversation level</td><td><input type="radio"/> Not possible</td></tr><tr><td>Korean</td><td><input type="radio"/> Native</td><td><input type="radio"/> Business level</td><td><input type="radio"/> Everyday conversation level</td><td><input type="radio"/> Not possible</td></tr></table> <p>* The official languages for the business meetings will be English and Japanese.</p>	English	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible	Japanese	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible	Chinese (Traditional)	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible	Chinese (Simplified)	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible	Korean	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible
English	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible																						
Japanese	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible																						
Chinese (Traditional)	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible																						
Chinese (Simplified)	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible																						
Korean	<input type="radio"/> Native	<input type="radio"/> Business level	<input type="radio"/> Everyday conversation level	<input type="radio"/> Not possible																						
Your associates who will be attending your business meetings * required	<p>* We will typically grant access to one person per company. However, if more than one person wishes to attend your business meetings as interpreters, supporters, or otherwise, please check the box for "Associates attending."</p> <p>* JNTO will provide each company with accommodation fees, restaurant/bar fees, and transportation (bus) to the venue for one person. Any associates, if applicable, will be requested to cover their own expenses and travel directly to the venue for business meetings. The information desk will provide ID passes for associates to enter the hall. Please be aware of the above before confirming the number of guests who will be accompanying you.</p> <p><input type="radio"/> No associates attending</p> <p><input type="radio"/> Associates attending</p>																									
Additional remark * Optional	<p>Content other than the above, please input is here as needed.</p> <input type="text"/>																									

Renew

Details of the buyers to be disclosed to the sellers
(an image for illustration purposes only. The actual product may vary.)

symbol mark
logo

Registration number : 2***
Company Name






Follow Company Name


image
picture 01

image
picture 02

image
picture 03

Image video


PR comment for sellers

Booth NO.	The Booth number assigned to you	
Country or region where the office is located	The country/region where your company is located	
Company Name	The name of your company	
Participant's name	Participant's department Participant's position Participant's name	
E-mail	abcdefg@ryokokaisya.com	
Line of business	FIT, Group tour, Package tour, Educational travel, Planned tour, MICE	
Languages that can be used for business meetings	English : Japanese : Chinese (Traditional) : Chinese (Simplified) : Korean :	Native Business level Not possible Not possible Not possible
Areas of interest	Hokkaido, Tohoku (Aomori, Iwate, Miyagi, Akita, Yamagata, Fukushima), Kanto (Ibaraki, Tochigi, Gunma, Saitama, Chiba, Tokyo, Kanagawa), Shinetsu (Niigata, Nagano)	
Business category of the other party you want to talk business with	Travel company, Land operator, Hotel, Ryokan, Local government, Tourism association	
Topics of interest	Sustainable Tourism, Adventurous Travel, Gastronomic Tourism, Art, Industrial Tourism, Green Tourism (such as a stay at a farmer's house), Luxury, Affordable Travel, Educational Travel, MICE (Incentive Tourism)	
Information to be presented at the business meeting	Details of products/packages, Prices, Conditions of locations (access), Meals, Services in foreign languages, Travel schedule, Method of supply, Acceptance capacity,	
Results for tourists your company handled in 2024	10,000 - 49,999persons	
Download	file name 01, file name 02, file name 03, file name 04, file name 05, file name 06, file name 07, file name 08, file name 09, file name 10,	

Caution

This page is for those

participating in both **FAM Trips** and **business meetings**.

- You will be able to register your preferences of joining a FAM trip after you have finished specifying “Business meetings and matchings” and “Business meeting participants”.

Fam trip

- Your FAM trip courses will be determined on a first-come, first-served basis after you register your information on this page. We will collect the applications and determine the courses every 48 hours, taking into account the time differences. Therefore, there will be no advantage or disadvantage due to time differences.
- As soon as your Fam trip course is determined, we will post it on My Page, so please check it out as soon as possible. (Please note that no email notification will be sent regarding your course assignment.)

FAM Trip
*Required

- Please select all the choices from your first to your fifth choice without choosing the same option more than once. Then, click Update.
- You must select all of the five options. If, however, you don't want to join any course other than a particular one, select "I will not join any course other than the one I have chosen above." If you don't mind which course you will join, select "I do not mind what my destination is."
- If you omit any of the options, your registration won't be completed. Therefore, be sure to select all the options, from your first to your fifth.

No.	3 nights, 4 days (Sep. 27-30)
1	Gifu, Toyama, and Ishikawa
2	Shiga and Fukui
3	Ishikawa and Fukui
4	Aichi and Shizuoka
5	Gifu and Nagano
6	Nagano and Toyama
7	Shiga and Kyoto
8	Aichi and Mie [Guides for Mandarin-Speaking Visitors]
9	Mie and Wakayama
10	Aichi and Gifu

First choice

▼ Please Select

Second choice

▼ Please Select

Third choice

▼ Please Select

Fourth choice

▼ Please Select

Fifth choice

▼ Please Select

Fam trip details

Fam trip details

* Updated June ○ (latest version)

* Select all options, from your first to your fifth, and then click Update. Once you do that, you won't be able to make any changes after that.
* If your registration is complete but you decide to change to another course, please contact the FAM Trip Secretariat (vjtmfam25@nta.co.jp).

Renew



This page is for those
participating in **business meetings only**.

- If you have received notification from JNTO for only joining the business meetings but you still wish to go on a FAM trip, you can apply to be put on the waiting list for a FAM trip. If a cancellation occurs and a spot becomes available, the FAM trip Secretariat will contact you.

FAM trip (on the waiting list)

FAM Trip
*Required

Your company is currently marked as 'not joining in the FAM trip'. However, if a spot becomes available due to a cancellation, would you like to join?

- ☐ I wish to join it. (I will wait in line for a cancelation.)
Until when can you wait in line for a cancelation?
(Please consider the timing with your flight and other matters.)

▼

 Month

▼

 Day

* FAM Trip secretariat (vjtmfam25@nta.co.jp) will notify you if we approve your wish to join it.

- ☐ I do not wish to join it.

* For your information, the ten courses for general leisure trip buyers will be as follows:
* You have registered to be on the waiting list. This does not mean you are authorized to join your selected FAM trip.

No.	3 nights, 4 days (Sep. 27-30)	Fam trip details
1	Gifu, Toyama, and Ishikawa	<div>Fam trip details</div> <div>* Updated June ○ (latest version)</div>
2	Shiga and Fukui	
3	Ishikawa and Fukui	
4	Aichi and Shizuoka	
5	Gifu and Nagano	
6	Nagano and Toyama	
7	Shiga and Kyoto	
8	Aichi and Mie [Guides for Mandarin-Speaking Visitors]	
9	Mie and Wakayama	
10	Aichi and Gifu	

Renew

My Page

My Page

Company Name

Registration number : 2***

Notice

Fill out all fields by 5:00 p.m. (JST) on Friday, July 18.

You will be able to register preferences of joining a FAM trip after you have finished specifying your “Business meetings and matchings” and “Business meeting participants”.

Information to register	Status	Information to register
Initial registration	Already registered * The registration deadline is Friday, July 18, at 5:00 p.m. (JST).	Edit Page
Business meetings and matchings	Already registered * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page
Business meeting participants	Already registered * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page
Fam trip	<p>Please be sure to complete your registration.</p> <p>First, please finish registering your Info about business meetings and matchings and Participant info.</p> <p>To register your FAM trip options, complete the above two registrations first, and then go to Entry and edit.</p> <p>* Those who specified that they will not take part in a FAM trip in their preliminary check must enter this information as well.</p> <p>We will decide your FAM trip course after checking your preferences on a first-come first-served basis.</p> <p>* The registration deadline is Friday, July 18, at 5:00 p.m. (JST)</p>	Input / Edit Page
Tokonaame Excursion	Already registered *For the Tokonaame Excursions, we will be accepting a total of 50 participants (25 participants in the English course and 25 for the Chinese course) on a first-come, first-served basis. * The registration deadline is Friday, July 18, at 5:00 p.m. (JST)	Input / Edit Page

Tokonaame Excursion section is only visible on the relevant participants' My Pages.

- Once you have completed your entry, the status field will indicate “Already registered”.
- If you have completed a page but need to make changes to your registration, you may do so by 5:00 p.m. (JST), Friday, July 18.

Please contact the secretariat if you have any questions.

Secretariat of VISIT JAPAN Travel & MICE Mart 2025

buyer@vjtm.jp

Login page

- [1] • To reset or change your password, go to the login page and click [here](#).

Login

To: For Buyers

Please press the "Login" button after entering your Login ID and password.

Login ID (Email address)

Password

Login

If you don't remember your password and if you wish to set a new password, click [here](#).

Click

- [2] • To set a new password, enter your registered email address and click [Send].

Set a new password

To: For Buyers

If you don't remember your password, enter your login ID (email address) that you will be using in setting a new password, and press Send.

Login ID (Email address):

Send

To set a new password, enter your registered ID (email address) and Send it.

- [3] • Enter the one-time password sent to your registered email address and click [Send].

Set a new password

To: For Buyers

Enter the one-time password that we have sent to the email address that you have registered, and press Send.

One-time password:

Send

Enter the one-time password you received and click [Send].

- [4] • Enter a new password between 12 and 64 characters. It must include at least one of each of the following: an uppercase letter, a lowercase letter, a number, and a symbol.

Set a new password

To: For Buyers

Enter a new password, and press Set a new password.

Your new password:

Your new password (again):

Set a new password

Enter your new password twice to confirm.

- [5] • Setting a new password have completed.
• Log in with your new password.
• Please be sure to make a backup copy of your new password in case you forget it, and keep it on file.
• You can set a new password as many times as you want.

Set a new password

To: For Buyers

You have successfully set your new password.

Login

Click