

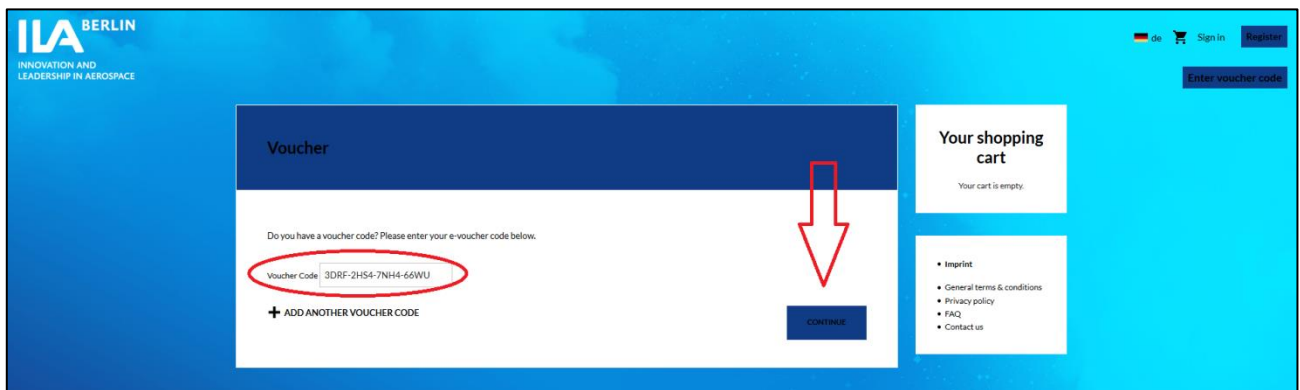
## Guideline: How to use the ticket codes of ILA 2020

Dear Visitor,

we sent you an email with a 16-digit e-code. Now you have the opportunity to print your ILA 2020 ticket by yourself. You will avoid additional queue time on site!

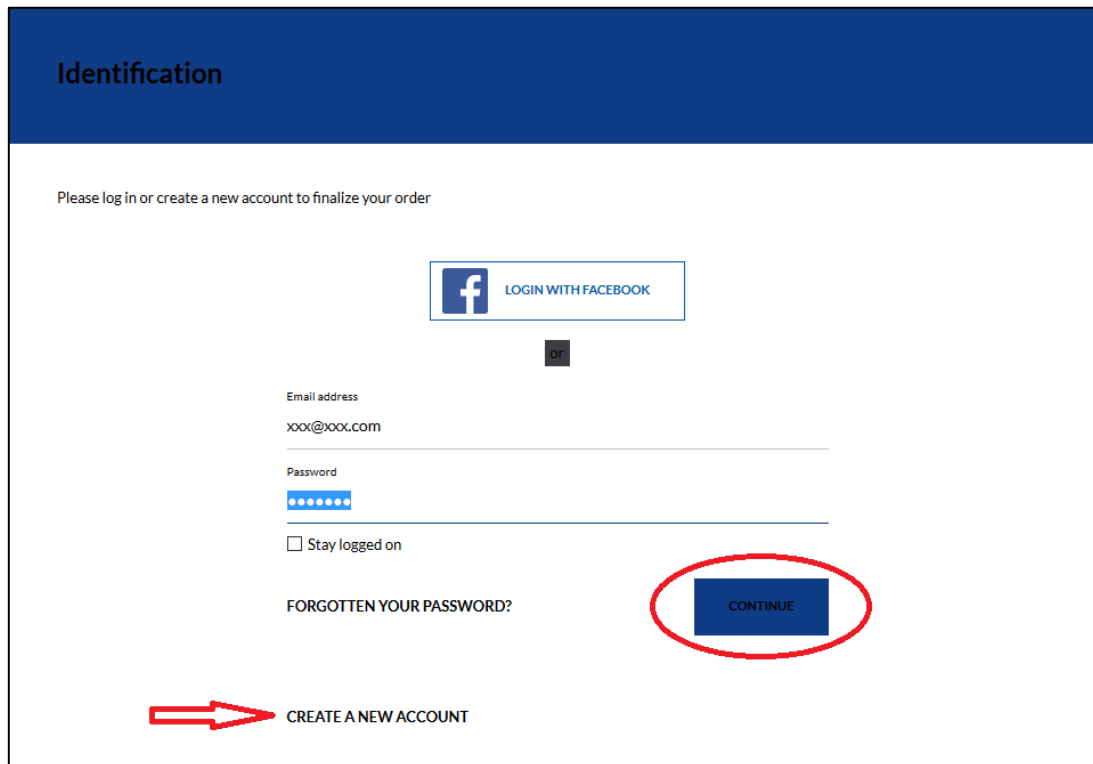
1. In order to redeem your voucher code, please visit our homepage [www.ila-voucher.com](http://www.ila-voucher.com) (we recommend using *Mozilla Firefox* browser) and enter your 16-digit e-voucher code in the box "Voucher Code".

If you want to redeem more than one voucher code simply click "Add another voucher code" and enter another code. Then click "Continue". Please note that there is a time limit of 15 minutes for this transaction.



The screenshot shows the ILA Berlin homepage with a blue header. The main content area is white. On the left, there's a 'Voucher' section with a text input field containing the code '3DRF-2HS4-7NH4-66WU'. A red circle highlights this input field. Below it is a '+ ADD ANOTHER VOUCHER CODE' link. To the right of the input field is a red arrow pointing down to a 'CONTINUE' button. On the right side of the page, there's a 'Your shopping cart' section stating 'Your cart is empty.' and a list of links: 'Imprint', 'General terms & conditions', 'Privacy policy', 'FAQ', and 'Contact us'. At the top right, there are links for 'Sign in' and 'Register', and a button labeled 'Enter voucher code'.


2. On the next page please log in to the shop. If you don't have an account yet please click "Register account". If you already have an account, please proceed to step 4. Alternatively you can log in using your Facebook account or buy your ticket as a guest without registration.



The screenshot shows the 'Identification' page with a dark blue header. The main content area is white. At the top, it says 'Please log in or create a new account to finalize your order'. Below this, there's a 'LOGIN WITH FACEBOOK' button. Underneath is an 'or' separator. Then, there are input fields for 'Email address' (containing 'xxx@xxx.com') and 'Password' (with a blue eye icon). Below the password field is a checkbox for 'Stay logged on'. To the right of the 'Stay logged on' checkbox is a 'CONTINUE' button, which is circled in red. At the bottom left, there's a red arrow pointing to a 'CREATE A NEW ACCOUNT' link. At the bottom right, there's a 'FORGOTTEN YOUR PASSWORD?' link.


3. You can now create your account. Simply enter and confirm your both email address and password and enter your personal details. Alternatively you can log in using your Facebook account.

You may register using a Facebook account.

 [USE MY FACEBOOK ACCOUNT](#)

or

You can also enter your details to create a new account.

 **Information**  
\* Mandatory fields

### Login

Your e-mail is used as a login to access your account, and also to inform you about the status of your orders.

Your email address (login) \*

xxx@xxx.com

Please confirm your email address \*

xxx@xxx.com

### Password

Your password must contain a minimum of 8 characters of which at least 1 must be numeric, 1 uppercase letter and 1 lowercase letter. Example: Abcdef12

Your password \*

••••••••

Confirm your password \*

••••••••

You can choose between private account and company account, enter your postal address, as well as subscribe to newsletters. Then enter the verification code shown in the picture and click “Create account”.

### Your main address

The address will be set as billing and delivery address in your customer account.

Address \*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \*      Town/City \*

\_\_\_\_\_

Country \*

Germany ▼

### Authorisation

We do not use or communicate your personal data without your authorization. [Click here](#) to read our privacy policy.


I would like to receive all the latest news and happenings by e-mail:  
events calendar, ticket sales alerts, new products, etc. \*

☒ I accept    ☐ I refuse

### Security check

Enter the characters you see in this picture.

Verification code \*



[GET A NEW CODE](#)

4. Now you have the possibility to check the content of your cart...

### Order summary

Before proceeding to payment, please check the content of your order as well as the delivery information and confirm that you have read and accepted our terms and conditions.

**Pass**  
ILA BERLIN 2020  
Berlin ExpoCenter Airport

This pass is valid for the duration of the fair:

Tariff	Quantity	Unit Price	Sub-total
Codes F Ticket for code	1	EUR	EUR
			X DELETE
Sub-total			EUR

Order amount

EUR

...your billing address and the delivery mode. Please confirm that you have read and accepted the terms and conditions and click “Complete your order”.

### Billing

Please select a billing contact and address

### Payment

Amount due

EUR

☒ I have read and accept the terms and conditions.  
Our data privacy policy is described here.

COMPLETE YOUR ORDER

CANCEL ORDER

Please note that the code will be invalidated. You will not be able to use it again after you clicked „Complete your order “.

5. Please note down your order reference number for possible later requests. On the “Order confirmation” page simply click “Print out tickets”.


### Order confirmation


Thank you for your trust in our products and services!  
Your tickets are ready to print

Success  
Your tickets are ready. You may now download and print them from the order details page.

PRINT OUT TICKETS

6. Please personalise your tickets. If you wish to use paper printouts of your tickets, click “Print ticket”. If you wish to use a mobile ticket on your mobile device click “Open on mobile phone”. After filling the personal details for each ticket holder click “Save and continue”. Your tickets will be available to download and the invoice will be sent to your email address.

 PRINT TICKET

 OPEN ON MOBILE PHONE Not yet printed

**You must identify the beneficiary**  
\*\* Please enter the name of the ticket owner. An identity check will be carried out and only tickets bearing the name of the ticket owner will be accepted. The name change invalidates the previous ticket!

Salutation \*  
Mr ▼

Title  
Choose... ▼

First name \*  
Test

Last name \*  
Test

Personal email of badge holder \*  
test@messe-berlin.com

Company / Organization \*  
Test Inc.

Function \*  
No Information ▼

Departement \*  
No Information ▼

Business \*  
No Information ▼

Street / P.O. Box \*

Street / P.O. Box \*  
12345

Postal Code \*  
12345-123

City \*  
Gotham City

Country \*  
USA ▼

I visit the ILA mainly as \*  
No Information ▼

Reason for visiting \*  
Create New Contacts  
Information about innovations, trends and innov  
Professional training  
Market / competition observation  
Prepare / make purchase statements  
No Information ▼

\* mandatory fields

SAVE AND CONTINUE

If you are redeeming several voucher codes you will have to personalise each ticket separately, however you will have the possibility to copy several answers for subsequent tickets. To do so, please put a checkmark in the box “Re-use these values”.

7. Please print your MES Expo ticket (shown as a PDF-file). If any problems occur, make sure you use the most recent version of Adobe Reader and check your printer's settings. On the day of your visit you may proceed directly to the entrance.

**Please note that ticket in the format shown below will be only accepted as paper prints.**



8. Alternatively you can save the PDF file on your smartphone, tablet, netbook or notebook and present it at the entrance to the fairgrounds. To do that log in to the ticket shop on your device, click "Open on mobile phone" and save the file.

**Please note that ticket in the format shown below will be only accepted as digital tickets on smartphones, tablets, netbooks and notebooks.**

