

Pricing (Euro)

Participants	< 50	< 100	< 200	< 500	> 500
Licence Fee (Euro)	800	1 000	1 200	1 400	1 700
Helpdesk and Service	100 - 800				

Helpdesk and Service

B2Match offers all relevant functionalities to manage Brokerage Events in an easy and smooth way. Nevertheless experiences in managing Brokerage Events are advantageous. Please chose the most appropriate package.

Euro	Your experience	Remarks
100	Frequent B2Match user	<ul style="list-style-type: none"> One hour Help Desk support
300	Experienced in managing Brokerage Events	<ul style="list-style-type: none"> Introduction into the B2Match functionalities One hour Help Desk support
500	Never managed a Brokerage Event	<ul style="list-style-type: none"> Tips and support on how to setup and manage a Brokerage Event Introduction into the B2Match functionalities Two hours B2Match Help Desk support
800	Easy Living Easy Going package	<ul style="list-style-type: none"> Introduction into the B2Match functionalities Support and guidance in designing your event the best way Website updates, mailings, scheduling, feedback done by Helpdesk

Supplementary features

Euro	Option	Remarks
400 - 700	Online payment	Depending on which online service provider (eg. PayPal, SaferPay, ...) is chosen
100	Own Domain	Two way Website access. eg: www.B2Match.eu/SpaceEU or www.SpaceEU.com
200	Further language	Standard setup is for one language (English, German, French or Dutch). For a two language website (eg: UK/DE or UK/FR) 200.- Euro extra costs are charged

Terms of payment

- No advance payment is required.
- Payment has to be made within four weeks after the event.
- The mentioned prices are all-inclusive, no VAT will be added.

What is not included?

- **Modifications in the B2Match software system which requires programming activities**

B2Match is very flexible and offers about 100 options for customization and fine tuning. In case you have special wishes which are not integrated in the standard system we can offer a customization of the B2Match system. Most requests could be solved with 1-3 hours efforts in the past. Hourly rates charged: **75 Euro/hour**

- **Ongoing adaptations of the HTML pages and logos**

Once the HTML pages are setup any further modifications have to be undertaken by the event organizer.

- **Excessive Helpdesk support**

The B2Match FAQ documents and the manual give **answers** to most of the questions you may have. In case you prefer to contact the B2Match support we can also offer an extended "Helpdesk Support" package (see next page).

How to proceed if you are interested to licence B2Match?

Download the following three templates and adapt them according your needs.

<http://www.b2match.com/download/registration.doc> - Registration

<http://www.b2match.com/download/start.doc> - Start page

<http://www.b2match.com/download/Banner.ppt> - Banner

Before you adapt these templates please take some ideas from other event sites: www.b2match.com/events

The "Easy Living, Easy Going" Package

In case:

- Your time resources are very limited
- You do not like to read manuals
- Micro management is not yours (website updating, uploading logos, Mailings, etc.)

this Help-Desk package could be most appropriate. This package keeps your head free from micro-management tasks.

Followings tasks are taken over by B2Match Helpdesk
<ul style="list-style-type: none">• Support and guidance in designing your event the best way• Updating HTML pages, uploading logos, files, etc.• Mailing Management (eg: book meetings, reminders, schedules, etc.)• Scheduling of the bilateral meetings• Preparation of the meeting schedules• Managing the event feedback

Note: Modifications in the B2Match software system which requires programming activities are not included

List of standard features of B2Match

Further details: www.b2match.com/download/B2Match.pdf

1. Website including 2 navigations (horizontal & vertical)

- **Horizontal menus:** Home, Contact, Travel, Agenda, Partners, Event, etc. (can be customized online)
- **Vertical menus** for database access (Registration, Login, Search, Select meetings)

2. Registration of Participants

- Online form for inserting co-operation profile
- Automatic email alert about new registrations to: participant, organizer and co-organizer
- Profile validation for organizers and co-organizers (only validated profiles are visible and can book meetings)
- Exported of all registration data to Excel

3. Online search of participating organisation

- A well-structured search form allows an easy identification of most suitable profiles. With one click all participant information are shown on the website. Search criteria: eg. areas of activities, country, type of company, type of cooperation, free text, etc.

4. Internal Mailing System

- B2Match offer personalized mailings. Via an integrated mailing form, all registered participants can be informed about news, alerts to book meetings, reminders about not having booked meetings yet, schedules as PDF file, etc.

5. Online selection of meeting

- A search form allows the selective listing of participants by defined criteria. Participants can select their meetings from this list. The system recognize fully booked companies and prevents selection of companies with none compatible time slots.
- The maximum number of meetings can be adjusted for each participant individually by the organiser.

6. MatchMaking: Meeting schedules

- **Schedule (Participants):** Participants will receive their personal schedule as PDF file by email.
- **Schedule (Event organiser):** The organiser receives meeting schedules of all participants as one single PDF file for printing purpose. Printed schedules can be added to the registration package.

7. Feedback – Bilateral meetings and the event

One week after the event a mailing can be sent to all participants requesting feedback about:

- **Bilateral meetings:** All meeting partners are automatically listed and a rating of each meeting can be done with one click. (Ratings: less interesting, interesting, further contacts planed, cooperation considered, cooperation fixed)
- **Event itself:** Organiser can prepare their own questionnaires' and ask whatever they like. Some often asked questions are already pre-inserted.