

3 “How”s of Buyer E-Service Tool (BEST)

- 1) How to apply for Invitation and pre-apply for IC Entry Badge
- 2) How to check the approval status of your invitation and IC Entry Badge Applications
- 3) How to print out your e-invitation and IC Entry Badge Notice

1st HOW:

How to apply for Invitation and pre-apply for IC Entry Badge

Starting from the 111th session of Canton Fair, Invitation application and pre-apply for IC Entry Badge are requested to apply at the same time via [BEST](#).

Step 1: Please use the given Username and Password by logging on [BEST](#) in our official website.



Step 2: After logging on BEST, please click “Free IC Entry Badge / Invitation Application”.



Step 3: Please go to the bottom of the page and choose “I have the IC Entry Badge” or “I don’t have the IC Entry Badge”.

Table of Personal Information & Invitation Status					
Name	Passport NO.	Attribute	App Date	Status	Operation
SGADF	dh48678	New Apply	2012-03-07	Waiting for approval	Edit Delete Add
TEST 3月5日 TEST01	xbgh63568	New Apply	2012-03-05	Waiting for approval	Edit Delete Add
aaaa	h12313131123	New Apply	2012-03-02	Unapproved	Edit Delete Add
测试测试测试测试test taetetlg20120110001	dh354654	New Apply	2012-01-11	Printed	Print out E- invitation Email it to me Add

Remarks: Personal information can not be changed once E-invitation is printed, please ensure personal information is correct!

Step 4: For the applicant of “I don’t have the IC Entry Badge”, please input the information of each applicant to make the application. Then click “NEXT”.



Logout

Free IC Entry Badge/Invitation Application | Update Info | New Buyer Activity | Suppliers' Connection | Change Password | EE-Comments

A Greener World with the *Best*
 广交会 采购商电子服务
 Buyer E-service Tool

IC Entry Badge

Approving IC Entry Badge

Attention:

- Overseas buyers please apply for IC Entry Badge on-line with the required personal documents as below. Personal original documents (H.K./Macao Home-return Permit or I.D. Card, Taiwan Compatriot Travel Certificate, Overseas Passport, valid overseas residence certificate or a Chinese passport with the valid overseas employment visa valid for over one year)
- E-Pass badge have been no longer used since the 104th session. Please pre-apply your first free IC Entry Badge step by step.
- Once the IC card has been made, the only way to alter your name or photo is making a new one. Thus, please submit your accurate personal information on-line to facilitate your on-site registration and protect our environment.

Buyer's Name: *the name on your valid personal document

Sex: Male Female

Country/Region: *

Passport type: Overseas Passport
 H.K./ Macao Home-return Permit or I.D. Card
 Taiwan Compatriot Travel Certificate
 Valid documents for overseas Chinese
 A Chinese passport with the valid overseas employment visa valid for over one year

Passport Number: *

Position:

Tel: Phone Number Country code Region code
 - - (Ex: 85 22 8383278)

Fax: Phone Number Country code Region code
 - - (Ex: 85 22 8383278)

E-mail: *

the appointed place for IC Entry Badge application: Overseas Buyers' registration office in pazhou complex and the appointed hotels.

Mobile:

Invitation Type: E-invitation Paper invitation Both

Step 5: A passport photo will be requested to be uploaded for the IC entry Badge.

Notice:

1. Upload photo guide: Browse ->Upload->Capture->Photo saved successful->Submit
2. The Format of Photo should be JPG, and the size should not be over 300k.

If you do not have a photo to upload the time of application, you can upload later. However, the approval of IC Entry Badge Application will not be passed. Please click “Submit” to submit your invitation application.

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IC Entry Badge

Upload picture: 浏览... Upload

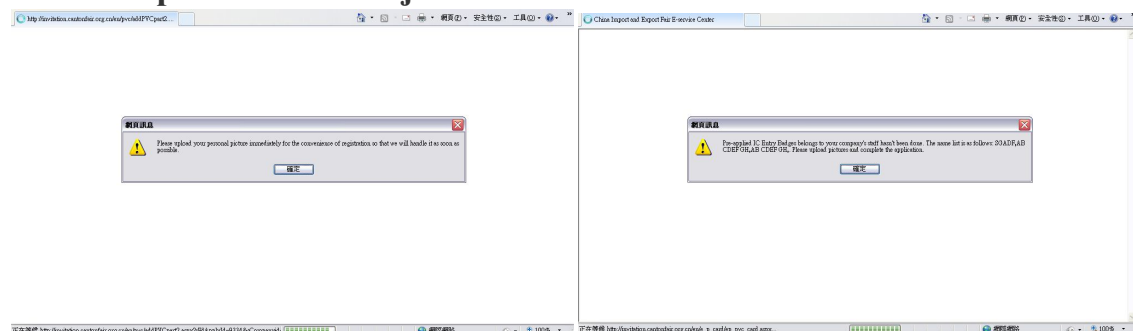
Notice:
1 Upload photo guide Browse->Upload->Capture->Photo saved successful->Submit
2 The Format of Photo should be JPG, and the size should not be over 300k.
Sample:

100
130

Invitation Type: E-invitation Paper invitation Both

Submit

There will be system reminders once you click “Submit” as the photo was not uploaded. Please just click “OK” to close them.



Step 5: Application is submitted and approval status can be checked (Please see “2nd HOW TO”).

2nd HOW:

How to apply for Invitation and pre-apply for IC Entry Badge

The application will be approved within 3 working days. Please login to your BEST account again once you receive email notices from Canton Fair for the approved Invitation and IC Entry Badge (with photo uploaded) applications.

Approving IC Entry Badge

Name	IC Entry Badge NO.	App Date	Status	Photo of IC Entry Badge	Operation
SGADF		2012-3-7	rejected	Please upload picture	Edit Preview Delete
AB CDEF GH		2012-3-15	approving	Please upload picture	Edit Preview Delete

Approved IC Card Application

Name	IC Entry Badge NO.	Date of application	Operation

E-Invitation P-Invitation

Table of Personal Information & Invitation Status

Name	Passport NO.	Attribute	App Date	Status	Operation
AB CDEF GH	H00505492735	New Apply	2012-03-15	Waiting for approval	Edit Delete Add
SGADF	dh48678	New Apply	2012-03-07	Unapproved	Edit Delete Add

Please click “EDIT” to upload the photo if it is ready.

3rd HOW:

How to Print Out your E-invitation and IC Entry Badge Notice

The status of each application is listed, e.g, approved, unapproved, printed, waiting for approval. For approved invitation, please click “preview” or “print out E-invitation”.

E-Invitation P-Invitation

Table of Personal Information & Invitation Status

Name	Passport NO.	Attribute	App Date	Status	Operation
SGADF	dh48678	New Apply	2012-03-07	Waiting for approval	Edit Delete Add
TEST 3月5日 TEST01	xbgh63568	New Apply	2012-03-05	Waiting for approval	Edit Delete Add
aaaa	h12313131123	New Apply	2012-03-02	Unapproved	Edit Delete Add
测试测试测试测试test taetetlg20120110001	dh354654	New Apply	2012-01-11	Printed	Print out E- invitation Email it to me Add

Remarks: Personal information can not be changed once E-invitation is printed, please ensure personal information is correct!

[I have the IC Entry Badge](#) [I don't have the IC Entry Badge](#)

For the approved IC Entry Badge application, please click PRINT to print out the IC Entry Badge Notice which will be shown under OPERATION.

Free IC Entry Badge/Invitation Application

[I have the IC Entry Badge](#) [I don't have the IC Entry Badge](#)

Approving IC Entry Badge

Name	IC Entry Badge NO.	App Date	Status	Photo of IC Entry Badge	Operation
SGADF		2012-3-7	rejected	Please upload picture	Edit Preview Delete
AB CDEF GH		2012-3-15	approving	Please upload picture	Edit Preview Delete

Approved IC Card Application

Name	IC Entry Badge NO.	Date of application	Operation
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