



Stuttgart Messe Service - Portal (SMS-Portal)

Online Order System for Services at Messe Stuttgart

The SMS-Portal is an e-commerce platform that offers your customers all services related to their trade fair appearance - from stand equipment, technical services and catering to parking permits.

In addition to the primary ordering option, it also offers other functions such as an order overview, a traffic light system for order deadlines, and a memo function for calculating costs in advance of an order - to name just a few.

You are welcome to get an overview of the SMS-Portal via the following link:

www.stuttgartmesseserviceportal.de (No login details are required)

As a guest organiser, use our online ordering system (SMS-Portal) for your customers and we will take care of the entire process for you: from setting up the ordering system, to order processing and customer service, to invoicing.

Use of the SMS-Portal includes the following services*:

- Setup and activation of Messe Stuttgart's standard services
- Setting up a direct link to the event
- Addition of a maximum of 2 topics/deadlines under "Dates & Deadlines"
- Integration of a maximum of 5 documents under "Downloads"
(creation of documents in German and English is not included)
- Exhibitor support for the online ordering system for the duration of the activation

Access to the SMS-Portal is possible via the following options:

- Distribution of access data and log-in process handled by Messe Stuttgart
- Single sign-on linking via the organiser's website (Configuration required on the part of the organiser - if you are interested, you will receive further information on this)

Information required for creating customer accounts:

- Company name
- Full company address
- Invoicing e-mail address
- Customer's VAT ID number (optional)
- Contact person (for orders) including e-mail address and telephone number
- Alternative invoicing address (if applicable)
- Hall/stand number
- Stand size

* Further adjustments possible on request

If you are interested, the Service Media & Service Partner Relations team will be happy to advise you.