

## RVE Meet the Buyer 2020

### Stage 1 - Registration Form - Questions

This year, we have introduced a two-stage process for the Meet the Buyer at RVE 2020.

- Stage 1 – **Registration**
- Stage 2 – Application

The following lists all the **Registration Form** questions and supporting commentary.

#### Important!

- Only **one** application per company. Liaise with your colleagues.
- Applications from Group companies need to be sufficiently different.
- You **can not** save the online form part way through. Use this document to support gathering the information required in advance of starting the form.
- The Registration state closes at **5pm on 4<sup>th</sup> September 2020**.
- There will be no extensions.

When you are ready, visit: <https://www.midlandsrail.co.uk/RVEMTB> to complete this form online and submit.

Question	Commentary
<b>Section: About You</b>	<b>Mandatory field.</b>  All future correspondence for this event will go to this person only.
Primary contact name(full name) *	<b>Mandatory field.</b> Please put full name of contact.
Primary contact job title	<b>Mandatory field.</b>
Primary contact mobile number	<b>Mandatory field.</b>
Primary contact email address	<b>Mandatory field.</b>
<b>Section: Company details</b>	This event is open to UK registered companies.
Company name	<b>Mandatory field.</b>
Trading name if different	
Company address 1	<b>Mandatory field.</b>
Company address 2	
Company address town/city	<b>Mandatory field.</b>
Company address county	<b>Mandatory field.</b> Selection box.
Postcode	<b>Mandatory field.</b>
Company website	<b>Mandatory field.</b>
Company twitter handle	
Company LinkedIn corporate page	
UK company registration number	<b>Mandatory field.</b>
Company turnover for last full financial year (£)	<b>Mandatory field.</b> Value required in £.
Number of UK employees	<b>Mandatory field.</b> Number required

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Number of UK sites	<b>Mandatory field.</b> Number required
Do you currently export?	<b>Mandatory field.</b> Yes/No
Do you currently work with the Department for International Trade?	<b>Mandatory field.</b> Yes/No
<b>Section: Administration Fee</b>	Due to the high volumes of registrations, companies which are not either a member of the Rail Forum Midlands or exhibiting at RVE will be charged an administration fee.
I am a member of Rail Forum Midlands	<b>Mandatory field.</b> Yes/No  If No: Request a Rail Forum Midlands membership pack: Yes/No
I am exhibiting at RVE 2020	<b>Mandatory field.</b> Yes/No  If No: I understand I will be charged an administration fee of £100 plus VAT. *  On submission of this form an invoice will be generated and issued.  <b>Payment will be required <u>prior</u> to progressing to the Application Stage (by invoice or by credit card).</b>  <b>No information on your company will be shared with buyers until your invoice is paid.</b>
Section: About your company	<b>Mandatory field.</b>  In no more than 100 words, please provide a brief summary of your company.  Please note, specific information about your offering for each buyer will be requested in the Application Stage. For this, please focus on general attributes about your company.
Provide a summary of Products	<b>Mandatory field.</b>  Keep to one line per product and avoid over-describing, maximum 5.  Up to 5 text fields for products. Enter one line per product and select add. You do not need to use any/ all 5.

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Provide a summary of Services	<p><b>Mandatory field.</b></p> <p>Keep to one line per product and avoid over-describing, maximum 5.</p> <p>Up to 5 text fields for services. Enter one line per services and select add. You do not need to use any/ all 5.</p>
What industries do you supply?	<p><b>Mandatory field.</b></p> <p>Select all options that apply:</p> <ul style="list-style-type: none"> <li>Railway</li> <li>Automotive</li> <li>Aerospace</li> <li>Energy</li> <li>Manufacturing</li> <li>Off-Road</li> <li>Construction</li> <li>Highways</li> <li>General Engineering</li> <li>Other – expands to a text field.</li> </ul>
What standards and certifications do you have?	<p><b>Mandatory field.</b></p> <p>Select all options that apply:</p> <ul style="list-style-type: none"> <li>IRIS</li> <li>ISO 9001</li> <li>ISO 14001</li> <li>ISO 18001</li> <li>ISO 44001</li> <li>EN15085</li> <li>EN45545</li> <li>None</li> <li>Other – expands to a text field</li> </ul>
Buyer Selection	<p>Please select <b>which</b> of the buyers below you would be interesting to meeting.</p> <p>You can tick as many as you wish.</p> <p>Please note that only the buyers you select will receive your company information.</p> <p>You must select at least one buyer.</p> <p><b><u>ADDITIONS TO BUYER LINE-UP</u></b> Additional buying organisations may participate in the MTB after launch. In this situation, we will contact any suppliers who have already submitted registration forms to invite them to select any additional new buyers.</p>

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How did you hear of this event?	Select one option: RFM RVE Social Media Printed advertising Word of Mouth Other
Final guidance	Thank you for completing this Registration Form. Please take the opportunity to review before you submit.  On Submission, a copy will be emailed to the Primary Contact email address provided at the start. It will also contain your unique supplier number - this will help in the Application Process so keep it safe and confidential.
<b>Section: What happens next?</b>	On receipt of your Registration, this will be processed by the Rail Forum Midlands.  You will receive instructions on the Application stage of this process within 2 working days of receipt of your Registration. The Application stage will contain your specific pitch to each buyer.  <b>Only completed applications will be issued to buyers.</b>  If you have any questions, please contact Cat Appleby: <a href="mailto:cat@midlandsrail.co.uk">cat@midlandsrail.co.uk</a>