

TUTTOFOOD 2025

QUICK GUIDE TO THE BUSINESS AGENDA

TF

TUTTOFOOD
INTERNATIONAL
FOOD EXHIBITION **MILANO**
5|8MAY.2025

WHAT IS THE BUSINESS AGENDA?

The Business Agenda is an online easy-to-use tool that will allow you to book meetings in advance with exhibitors at TUTTOFOOD 2025 for a quicker and more efficient visit.

You can access the Business Agenda at the following link:

<https://catalogo.fiereparma.it/manifestazione/tuttofood-2025/>



REMEMBER: It is essential to validate each appointment. Ask the exhibitor for his personal QR code (they can find it on their agenda page) and scan it through the app of TUTTOFOOD 2025.



1. CHANGE LANGUAGE AND LOGIN (Pag. 4)



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5. MANAGE YOUR MEETINGS AND COMMUNICATE WITH EXHIBITORS (Pag. 8)



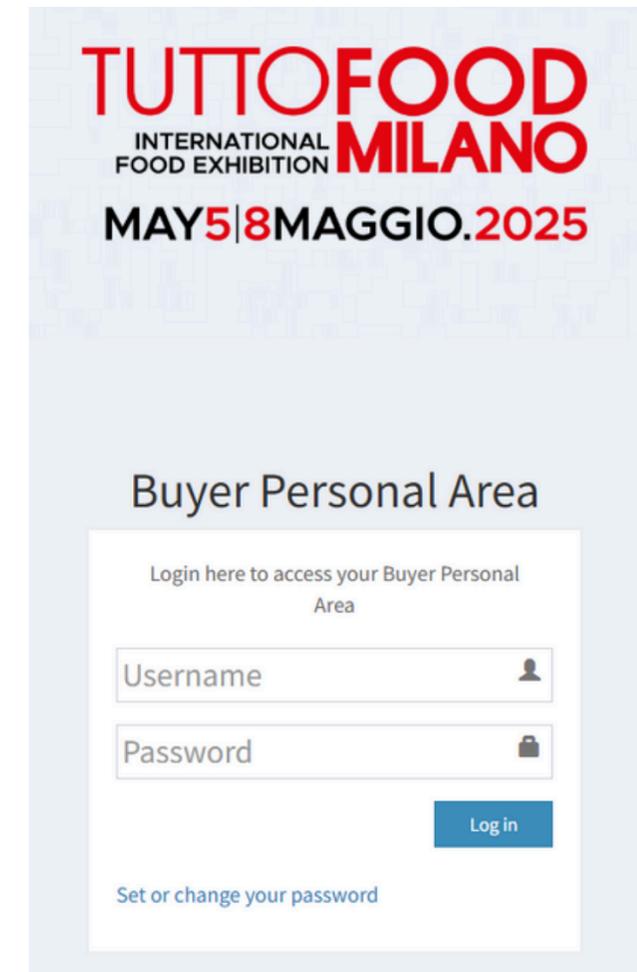
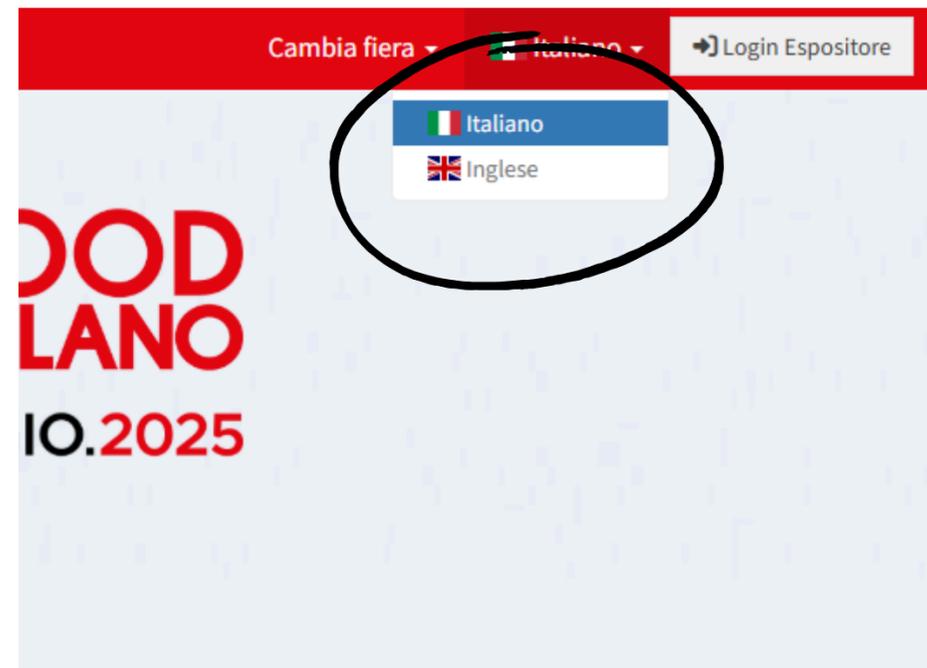
6. VIEW AND DOWNLOAD YOUR PERSONAL CALENDAR (Pag. 9)



1. CHANGE LANGUAGE AND LOGIN

If you find the website in Italian, you can change language to English and login with your credentials at the following link:

<https://catalogo.fiereparma.it/buyers/tuttofood-2025/login/>

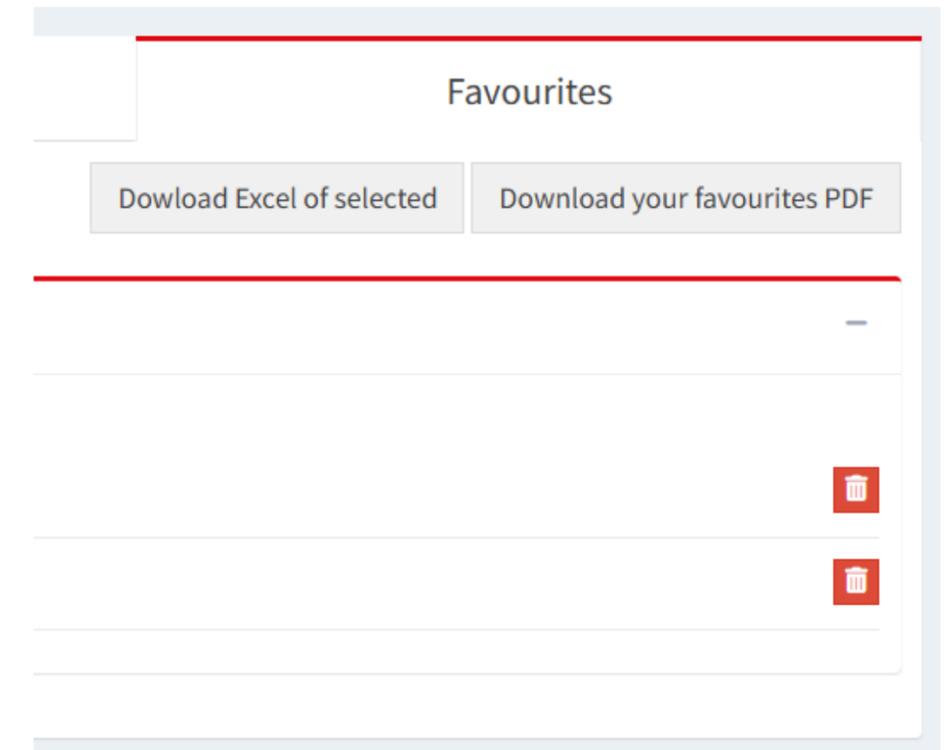
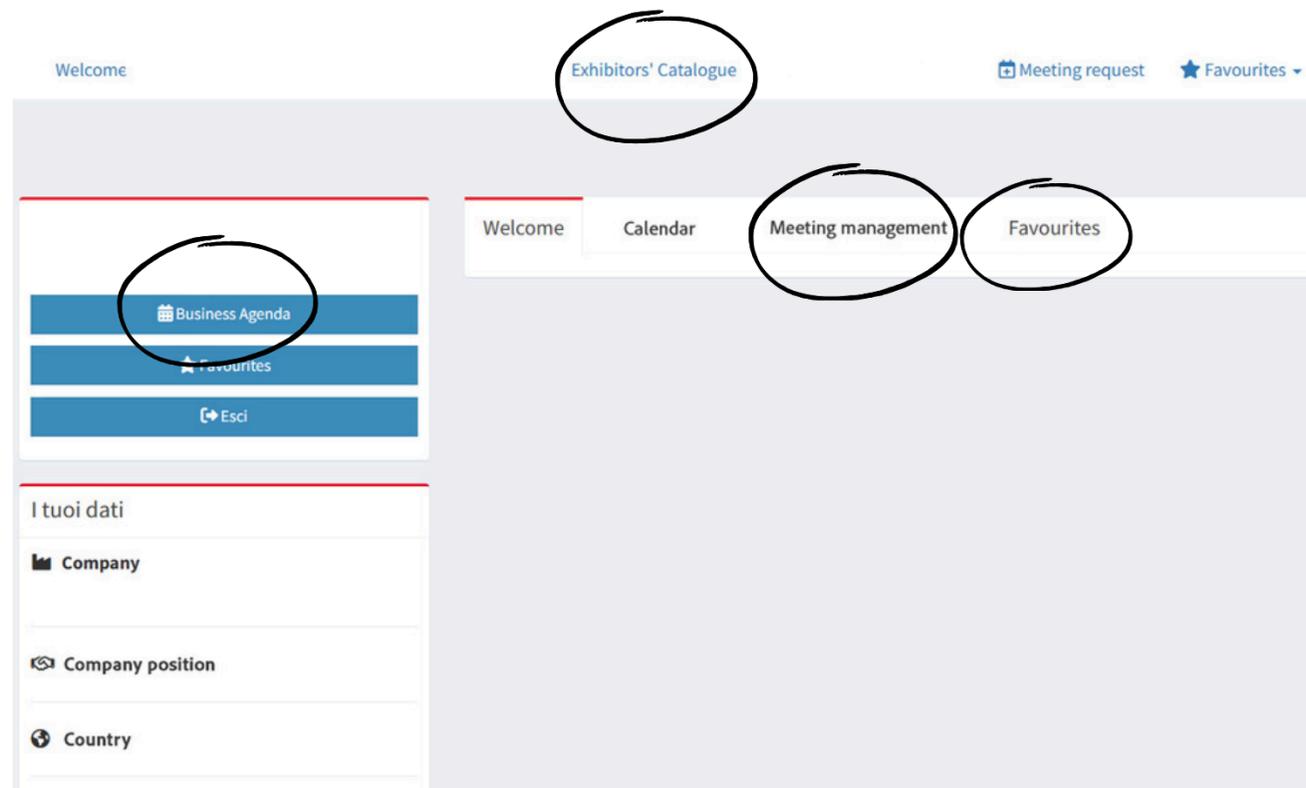




2. BUYER PERSONAL AREA

After logging in, you will be directed to the buyer personal area where you can:

- view the exhibitors' catalogue
- request meeting
- view your agenda
- select exhibitors as favorites and download the list of them by the “favourites” section.



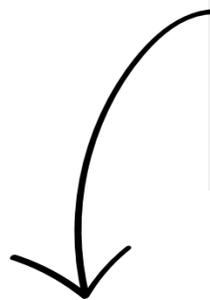
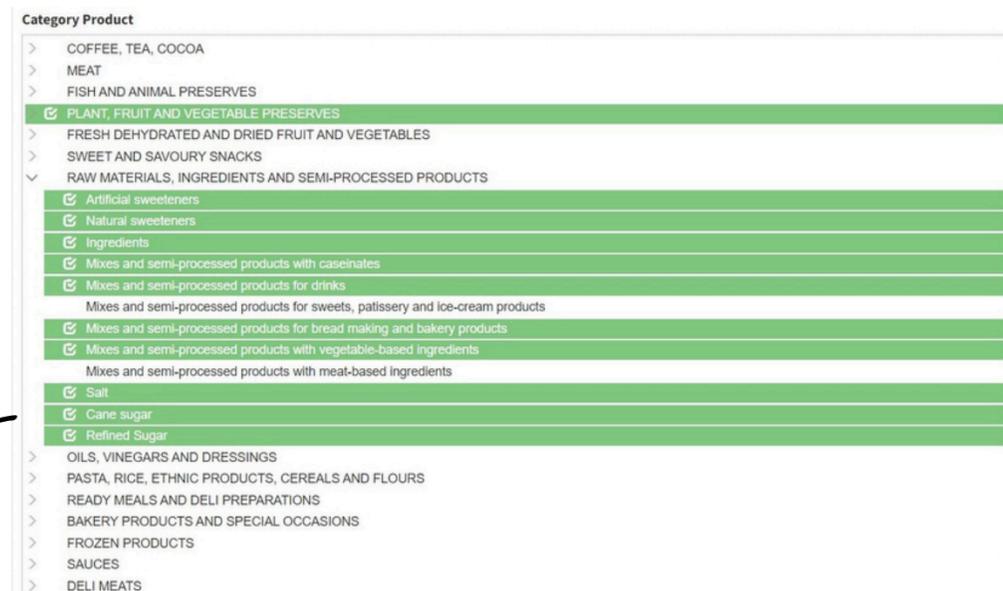


3. SEARCH FOR EXHIBITORS BY CHOOSING YOUR SEARCH CRITERIA

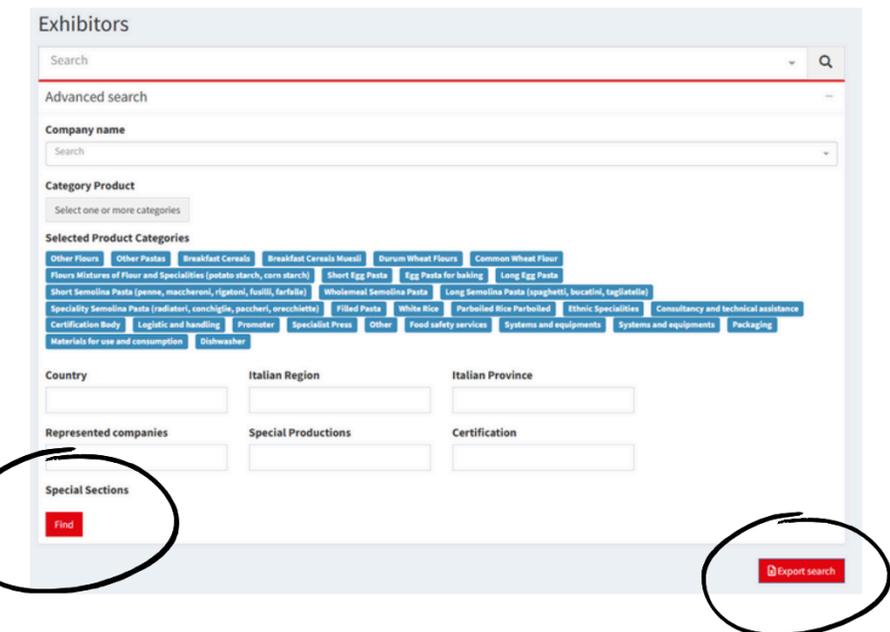
By clicking on "exhibitor catalogue" you can look for exhibitors by name, by category product or by other criteria.



The best way to find exhibitors you might be interested in, is by category product: select the ones you are interested in



For maximum efficiency, we suggest looking for only one category at a time.

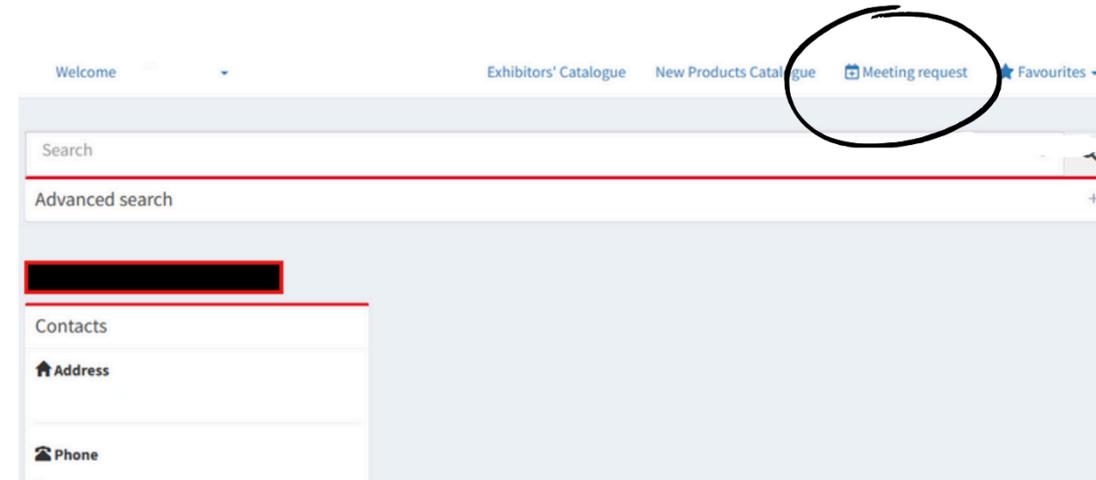


Once you have selected your preferences, always press "FIND" to finalize your research. You can also download your selection pressing "Export search" in the right corner.



4. REQUEST MEETINGS

If you are interested in having an appointment with an exhibitor open his page clicking on his company name, on the top right you will see "Meeting request"



Request a meeting by selecting the day and time you want. If your meeting request is sent correctly, you will see a screen that will confirm it (the correct sending of the meeting request does not equate to confirmation of the appointment).

Meeting request ×

FIERE DI PARMA SPA

Date Time

Area geografica

Notes

Meeting request

✓ Correct meeting request
You will receive a feedback from the Exhibitor

Date Time

Area geografica

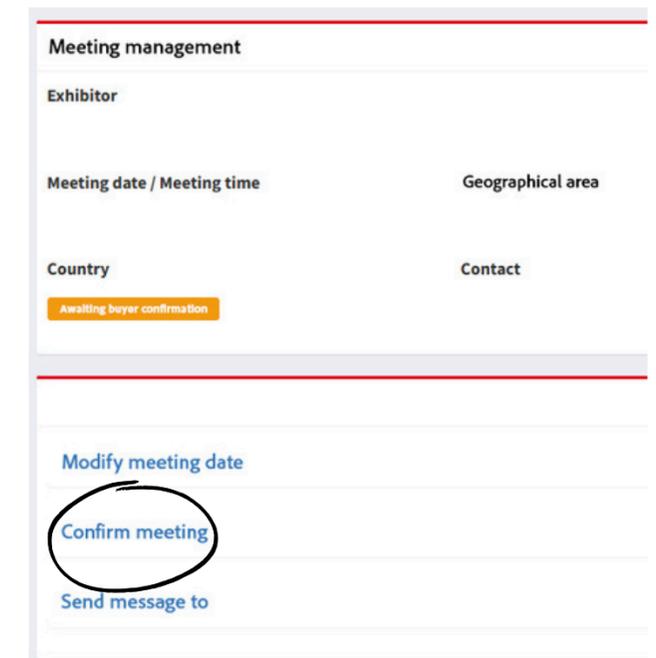
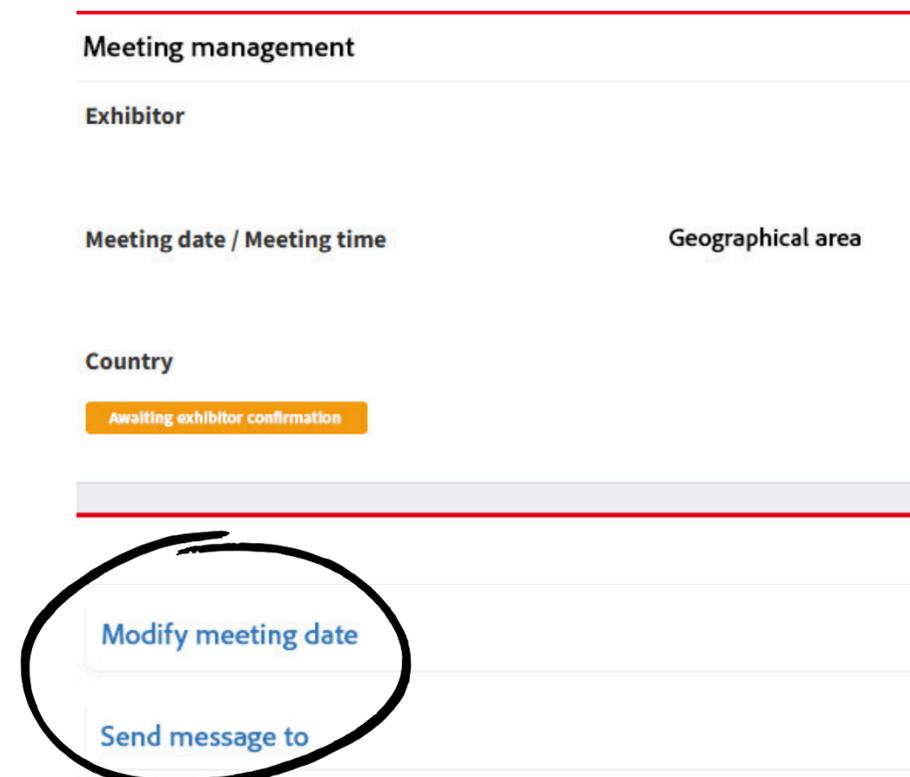
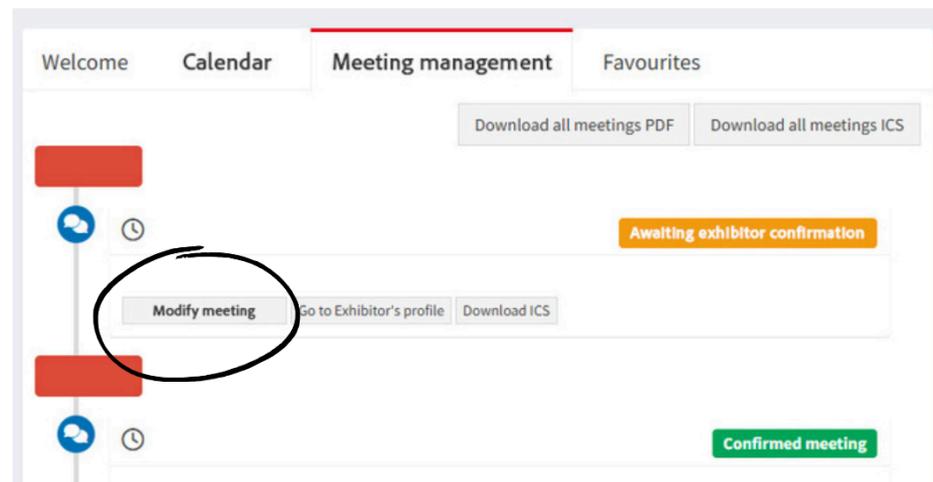
Notes

Meeting request ✓



5. MANAGE YOUR MEETINGS AND COMMUNICATE WITH EXHIBITORS

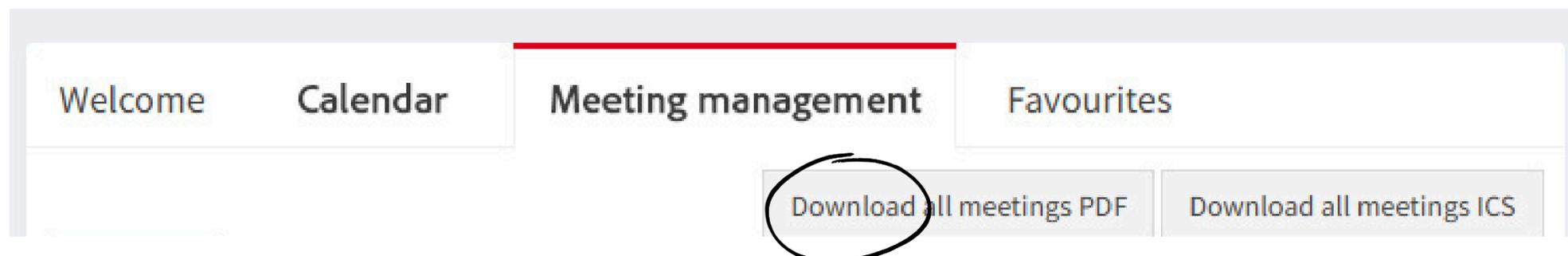
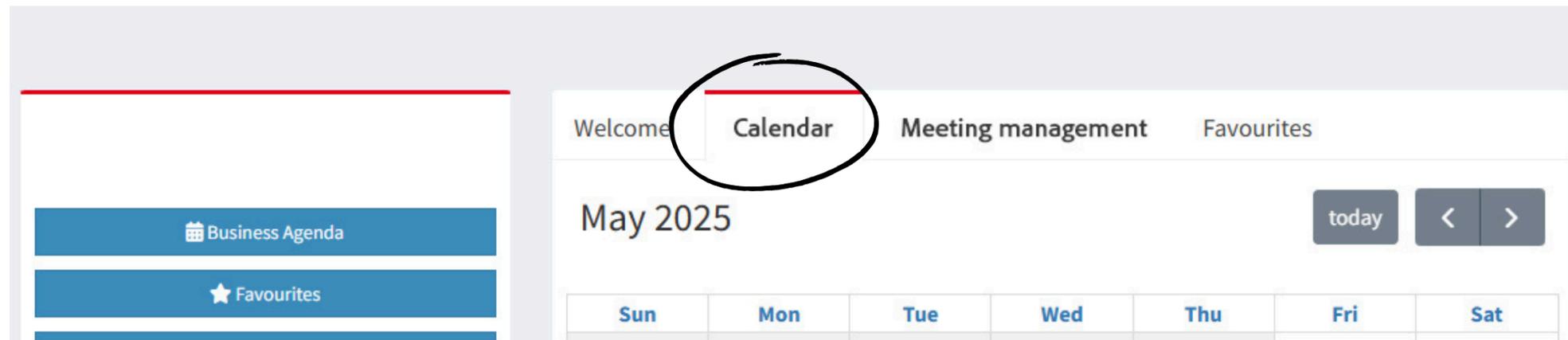
You can manage each appointment individually by going to the “meeting management” section. Tap on “modify meeting” and scroll down to see the actions you can take: change the date of a previously requested meeting, send a message directly to an exhibitor, confirm the new date of your meeting requested by the exhibitor





6. VIEW AND DOWNLOAD YOUR PERSONAL CALENDAR

You will be able to view and download the list of your appointments.





You will be notified via email if you receive confirmations or messages from the exhibitors via the Business Agenda, to reply please enter your Buyer Personal Area and do not reply to the email notification.

We remind you that:

- meetings will take place directly at the exhibitor's booth;
- the working language is English. Fiere di Parma does not provide interpreters for managing meetings.

If you need more information, please do not hesitate to contact us at businessagenda@fiereparma.it .