



Event Marketing Awards

Entry Platform Guide

To Register



Visit our [website](#) and click on the '**ENTER NOW**' button to register.


A screenshot of the Event Marketing Awards 2026 website. The header is dark blue with the EMA logo on the left and the text 'Event Marketing Awards 2026' in the center. On the right, there are input fields for 'Email:' and 'Password:', a 'Login' button, and a 'Register new user' button which is highlighted with a red box. Below the header, the EMA logo is displayed again. The main content area has a light blue background and contains text about the 2026 awards being open for entries. At the bottom, there is a 'USEFUL LINK' section with links to 'Entry Pack' and 'Entry Platform Guide'. A red arrow points from the 'Register new user' button to the text 'Click on 'Register New User''.

Click on
'Register New User'

- The registrant will be considered as Primary Entrant, and no changes can be made after successful registration.
- Fill in all the required information and a confirmation email will be sent upon successful registration.
Note: Please remember to check your spam/junk mail if you have not received the confirmation email within 24 hours.
- Should you have problems, please contact the awards team via email at EMA@haymarket.asia.

To Create Entrant's Profile

- After successful registration, proceed to create an entrant profile.
- A secondary contact must be different to the primary contact. **Please only include work emails.**
- All fields are **mandatory and provided in ENGLISH ONLY**.

Event Marketing Awards 2026

ENTRANT'S CONTACT DETAILS

All the fields below are mandatory and in **ENGLISH** only.

The entrant's contact information provided below should be of the primary contact person for all awards-related matters including entry eligibility, submission checks, jury queries (if any), and results.

****The contact details will be used for trophy delivery or any entry clarification, please make sure they are correct. Please do not provide a generic email.**

Salutation	<input type="text" value="v"/>
First Name	<input type="text" value="Mary"/>
Last Name	<input type="text" value="Chan"/>
Market	<input type="text" value="Hong Kong SAR"/>
Company Name	<input type="text" value="ABC Agency"/>
Job Title	<input type="text"/>
Work Email Address	<input type="text" value="mary.chan@abcagency.com"/>

Entrant's information is as per registered user details and cannot be changed.

Entrant's information is as per registered user details and cannot be changed.

Main Dashboard Page



ENTRY STATUS

	Category	Entry Title (Credited Nominee/ Brand)	Creation Time	Entry Status	Endorsement Status	
Entries Ordered						
C01.418539	Best Arts, Cultural & Entertainment Event	fafdsfgadf; AGFSGS	24 Sep 2025 16:08	Payment Pending OrderID: 53573520	Pending	View/Edit
Pending Entries						
P03.418514	Best Event Organiser	TBC	20 Sep 2025 22:41	Draft		View/Edit Delete
C014.418513	Best ESG Event	TBC	20 Sep 2025 22:41	Draft		View/Edit Delete
C018.418512	Best Festive Experience Event	X'mas 2025 Campaign; XXX	20 Sep 2025 22:39	Draft		View/Edit Delete

ORDER STATUS

Ref No	Total Amount	Payment Method	Payment Status	Creation Time	Payment Received at	Entry IDs	
53573520	HKD 3690	Bank Transfer	Pending	24 Sep 2025 16:39		C01.418539	Invoice Payment Edit

Your Entries

Entries Ordered: This section is an overview of completed entries.
* Entries which are settled through Bank Transfer are not confirmed until bank proof is provided to the Organiser.

Entry Status

Payment Completed: Entries submitted successfully and payment received.

Main Dashboard Page



Entries Ordered

This section provides an overview of entry status, including the submitted entries under 'Entries Ordered', and payment status under 'Pending Entries'. (Please refer to Entry Status and verify if payment has been completed).

**Payment if via bank transfer is confirmed upon funds received to the Organiser.*

Entry Status

Entries marked as "**Payment Pending**" are pending for payment.
Entries marked as "**Payment Completed**" are considered as successful.

ENTRY STATUS

ID	Category	Entry Title (Credited Nominee/ Brand)	Creation Time	Entry Status	Endorsement Status
Entries Ordered					
C01.418539	Best Arts, Cultural & Entertainment Event	fafdsfgadf; AGFSGS	24 Sep 2025 16:08	Payment Pending OrderID: 53573520	Pending
Pending Entries					
P03.418514	Best Event Organiser	TBC	20 Sep 2025 22:41	Draft	View/Edit Delete
C014.418513	Best ESG Event	TBC	20 Sep 2025 22:41	Draft	View/Edit Delete
C018.418512	Best Festive Experience Event	X'mas 2025 Campaign; XXX	20 Sep 2025 22:39	Draft	View/Edit Delete

ORDER STATUS

Ref No	Total Amount	Payment Method	Payment Status	Creation Time	Payment Received at	Entry IDs
53573520	HKD 3690	Bank Transfer	Pending	24 Sep 2025 16:39		C01.418539
						Invoice Payment Edit

Endorsement Status

Entries marked as "**Pending**" are pending for endorsement

Pending Entries

This section will show entries that are not considered successful.

Entry Status:

- Draft: To review the pending entry with Draft status, click on blue 'view/edit' button to continue to edit until you are ready to submit.
- Pending for order: Please select the entry by clicking on the box next the entry ID and proceed to make payment.

View/Edit

Click here to make changes such as incomplete payment order and draft submission.

To Create Your Entry

- Fill out all information in the online submission form.
- Select your category and continue filling out the information. All credits will be published as indicated on the online form.

NOTES: After submitting the entry, all information **CANNOT be changed.**

BASIC INFORMATION	
CATEGORY	
IMPORTANT: ■ Please note that the selected category cannot be changed once the entry has been submitted.	
Category Type	<input type="text" value="Campaign Category"/>
Category	<input type="text" value="Best Festive Experience Event"/>
CREDITS SECTION	
IMPORTANT: ■ All credits submitted will be used to publish across all channels, related materials, trophies, shortlist/winner announcement on Campaign Asia's editorial pages and website as well as awards presentation. Once submitted all information related to the entry including all credits will be treated as FINAL.	
Credited Campaign Title	<input type="text"/> <small>*8 words maximum *A campaign title typically refers to the unique and actual name under which the campaign is run or launched.</small>
Credited Entrant Company Name [?]	<input type="text"/> <small>* As to be published</small>
Credited Brand Name [?]	<input type="text"/> <small>*8 words maximum</small>
Credited Market	<input type="text"/> <small>* As to be published</small>
ADDITIONAL INFORMATION	
Joint Collaboration [?]	<input type="text"/> <small>For any campaign run in partnership with several agencies/suppliers, all parties involved must be specified with a ',' to separate them. Please indicate "N/A" if not applicable. If the same agency but different office, please do not include.</small>
Did the campaign start and end during the eligibility period (1 January 2025 to 26 February 2026)?	<input type="text"/>
Campaign Start	<input type="text"/> - <input type="text"/> - <input type="text"/>
Ongoing Campaign	<input type="checkbox"/> Yes
Campaign End	<input type="text"/> - <input type="text"/> - <input type="text"/>

Entry Online Form:

CREDITS SECTION

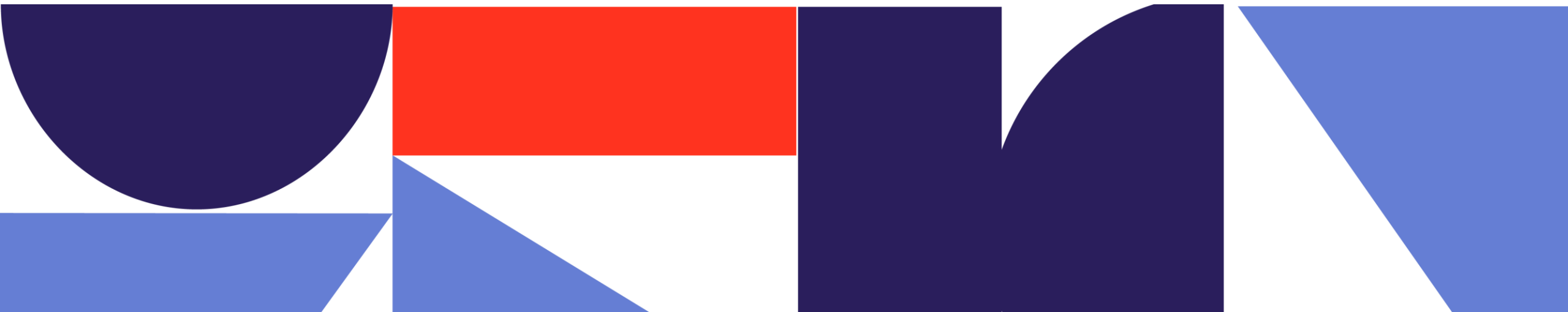
- All information provided on the online entry form will be used as credits on the trophy should you win, website and other marketing material.
- It is the responsibility of the entrant and their company to ensure the credit fields are correct.

Written Submission



- The written submission is your core entry.
- All written entry submission papers should be submitted using the entry template provided. You may remove the EMA logo and format or design your own entry but must include all required information, based on all sections.
- You must indicate clearly as per each section titles of which judges will score your entry based on such.
- Please ensure that your final document is **no more than 2 pages** A4 single sided.
- Written submission must be in **PDF format** and must not exceed 5MB in size.

**For detailed requirement, please refer to Entry Kit.*





Endorsement



- Once you have clicked **"CONFIRM SUBMISSION"** via the online entry form, the system will generate an automatic email to the endorser. This email will contain the hyperlink to view the written submission and confirm the endorsement.
- Should your endorser NOT have received the email once you have confirmed submission, you may ask the endorser to check SPAM / JUNK Mailbox, or you can re-trigger the endorsement email via the dashboard.
- Endorsement should be done within 24 hours once entry submitted.
- The sender and subject information is as follows:
 - Sender Email Address: " Event Marketing Awards Team" <EMA@ijudge.mpplication.com>
 - Mail Subject: Event Marketing Awards 2026_Endorsement Request (Entry No. [ENTRYID])

Endorsement Request_Event Marketing Awards 2026 (Entry No. C01.418539)

Event Marketing Awards Team <EMA@ijudge.mpplication.com>
To  Betty Chan

- You may also re-trigger the endorsement email via the Main Dashboard.

ENTRY STATUS					
ID	Category	Entry Title (Credited Nominee/ Brand)	Creation Time	Entry Status	Endorsement Status
Entries Ordered					
C01.418539	Best Arts, Cultural & Entertainment Event	fafdsfgadf; AGFSGS	24 Sep 2025 16:08	Payment Pending OrderID: 53573520	Pending  View/Edit
Pending Entries					
P03.418514	Best Event Organiser	TBC	20 Sep 2025 22:41	Draft	View/Edit Delete
C014.418513	Best ESG Event	TBC	20 Sep 2025 22:41	Draft	View/Edit Delete
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ORDER STATUS					
Ref No	Total Amount	Payment Method	Payment Status	Creation Time	Payment Received at
53573520	HKD 3690	Bank Transfer	Pending	24 Sep 2025 16:39	
				Entry IDs	
				C01.418539	Invoice Payment Edit

Endorsement | Email Content



Endorsement Request_Event Marketing Awards 2026 (Entry No. C01.418539)



Event Marketing Awards Team <EMA@ijudge.mpplication.com>

To  Betty Chan



Awards Submission Endorsement

Action Required!

Dear Ian,

Entry ID: C01.418539

XXX is participating in the Event Marketing Awards 2026, and has submitted an entry in the "Best Arts, Cultural & Entertainment Event" category.

Please click the below link to view the entry submission and proceed to endorse the entry and data to be true and accurate.

[CLICK TO ENDORSE / VIEW](#)

Best Regards,

Event Marketing Awards Team

(EMA@haymarket.asia)

To view and proceed with endorsement, the endorser should click on the hyperlink within the email.

Endorsement | Endorsement Link



Urgent: Awards Submission Endorsement

Action Required!

Dear Ian,

Entry ID: C01.418539

XXX is participating in the Event Marketing Awards 2026, and has submitted an entry in the "Best Arts, Cultural & Entertainment Event" category.

The entry will only be accepted with your endorsement. This will take 1 minute of your time by clicking the **green button** "Yes, I would like to endorse" or if any query, **grey button** to contact the Organiser.

If you do not see the endorsement button, please move your cursor to the picture X area and right click to download the message.

Would you like to endorse this submission? [[view submission](#)].

Click on the "Yes" **green button** below to endorse.

If you do not agree, please click Decline.

Yes, I would like to endorse

Decline

If you wish to contact the Awards Organiser, please click Contact Organiser.

Contact Organiser

Best Regards,

Event Marketing Awards Team

- This endorsement process is only between the endorser and the Organiser. All entrants are responsible for ensuring that your endorser is available at the time of your submission and no later than the entry deadline.
- Should the endorser click the "**Decline**" button, the entrant will receive an email notification.
- Please act immediately and contact your endorser and the Organiser to clarify the status of the endorsement. If you need to resend the endorsement request, please contact us directly.

**** Please refer to Entry Kit for endorsement detailed requirement. Without completed endorsement, the entry may not proceed to judging and result to disqualification.**

Click the **Green Button** to endorse the Entry

Compulsory Images

- Upload 2 different photos on the online entry form.
- These photos must be in high-resolution format and will be used to showcase your entry should you win.

Acceptable Photo/format

Campaign Categories

- ✓ Photos related to the campaign

People / Team Categories

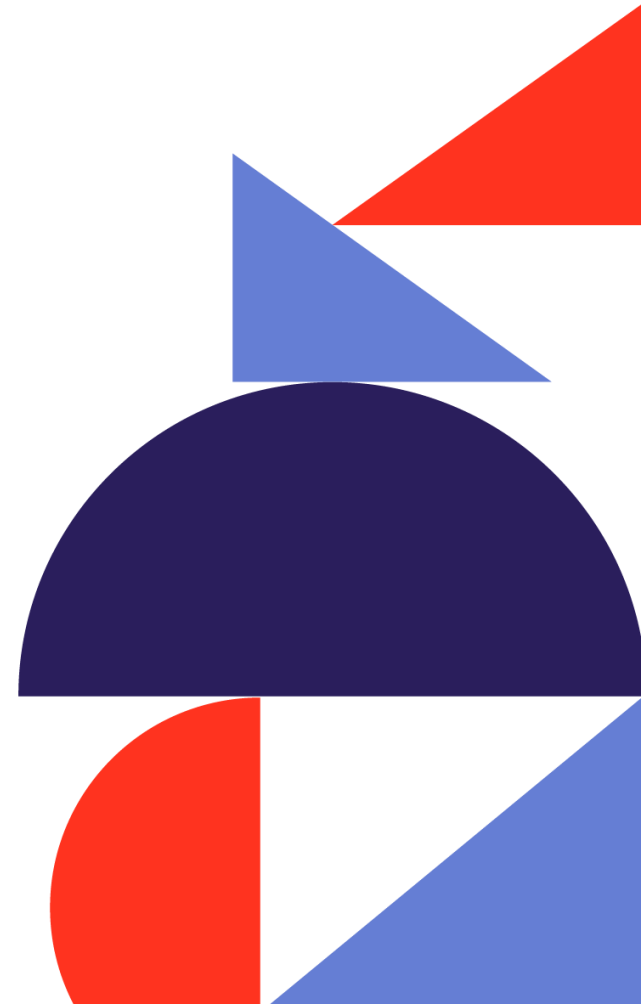
- ✓ Nominee's / team photos

File Format

- ✓ JPG, PNG
- ✓ Maximum 2MB
- ✓ 300 dpi
- ✓ Landscape version

Please do not upload:

- ✗ Company / Agency Logos
- ✗ Media Clippings
- ✗ Screen Shot



Supporting Material


- Upload any supporting materials or files that accompany your written submission.
- A maximum of five (5) supporting materials can be provided to demonstrate the success of your campaign or agency / personal contribution.
- These can be microsites/Video links, videos, case studies, media clippings etc.
- Supporting materials are not mandatory, but we encourage you to provide them to support the submission.
- **DO NOT** include agency names, logos in any of the supporting material, microsite, video links or file names **for campaign categories.**

**For detailed requirement, please refer to Entry Kit.*



Draft Entry

- If you wish to save and complete the online form at a later stage, you may click on “**Save as Draft**” button.
- Once you have confirmed to SUBMIT ENTRY, your entry will be processed and from that point on the entrant will be liable for all entry fees, including any duplication of entry

Event Marketing Awards 2025

Profile | Change Password | Logout

Save as DraftPreview / Proceed to SubmitBack to Dashboard

BASIC INFORMATION

CATEGORY

IMPORTANT:

■ Please note that the selected category cannot be changed once the entry has been submitted.

Category Type

Category

I confirm that this is the category I would like to enter for.

☐ Yes

Please note that the selected category cannot be changed once the entry has been submitted.

CREDITS SECTION

IMPORTANT:

■ All credits submitted will be used to publish across all channels, related materials, trophies, shortlist and winner announcement on *Campaign Asia-Pacific's* editorial pages and website, as well as awards presentation. All information related to the entry, including all credits, will be treated as FINAL once submitted.

Credited Company Name

As to be published

Credited Market

As to be published

WINNER REPRESENTATIVE

■ Should your entry win, we will use the below winner representative to go on stage to collect the trophy at award presentation.

■ For the People/Team Categories, the representative must be the nominee.

■ NOTE: Should there be no representative provided, the Organiser will use 'The Team' to address the representative to go on stage.

■ In the case where no event is held, the Winner Representative will receive notification email should the entry win.

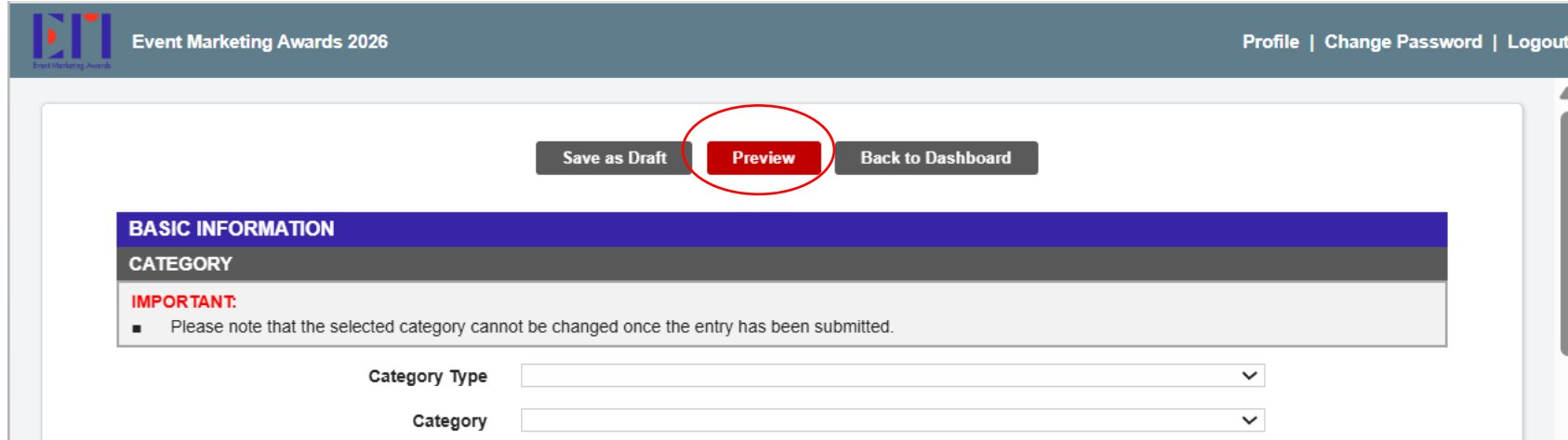
First Name

Last Name

Job Title

Preview Entry

You may select **“Preview”** to preview the submission before confirming your entry.



Event Marketing Awards 2026 Profile | Change Password | Logout

[Save as Draft](#) [Preview](#) [Back to Dashboard](#)

BASIC INFORMATION

CATEGORY

IMPORTANT:

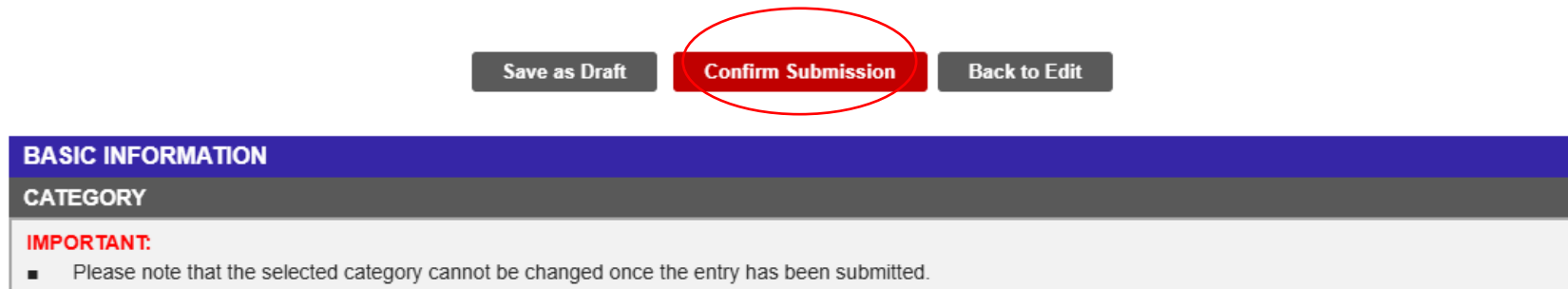
- Please note that the selected category cannot be changed once the entry has been submitted.

Category Type

Category

Once you are in preview page, you may select to proceed with **“Save as Draft”**, **“Back to Edit”** or **“Confirm Submission”**

**** Upon selecting “CONFIRM SUBMISSION”, you will be liable for the entry fee and no changes can be made from this point forward.**



[Save as Draft](#) [Confirm Submission](#) [Back to Edit](#)

BASIC INFORMATION

CATEGORY

IMPORTANT:

- Please note that the selected category cannot be changed once the entry has been submitted.

Payment Overview Page



Once you have submitted and confirmed your entry, you will be directed to a summary page for payment. This will display entries that have been submitted but have not gone to payment.

NOTE: Entries which have not proceeded to payment are not considered to be successful and may not proceed to judging.

To proceed with payment, you can select the entries you wish to pay for.

Entries Payment

ID	Category	Entry Title (Credited Nominee/ Brand)	Creation Time
Draft Entries			
P03.418514	Best Event Organiser	TBC	20 Sep 2025 22:41
C014.418513	Best ESG Event	TBC	20 Sep 2025 22:41
C018.418512	Best Festive Experience Event	X'mas 2025 Campaign; XXX	20 Sep 2025 22:39
Pending Entries			
<input checked="" type="checkbox"/> C01.418539	Best Arts, Cultural & Entertainment Event	fafdsfgadf; AGFSGS	24 Sep 2025 16:08

Create a new entry

Proceed to pay for selected entries

Back to Dashboard

Proceed to the payment page

Payment Method

Credit Card/UnionPay:


- For this option, you will be redirected to **STRIPE**, our secure payment gateway and we accept the following credit card types: VISA / MASTER and AMEX. To pay via **UnionPay**, please select this and you will be redirected to the payment page.
- There is a 3.5% bank surcharge for this payment option.
- If you encounter any technical problem, please do not repeat the payment process and contact the Organiser immediately for assistance.
- You can also request from the Organiser for a direct credit card payment link if you do not wish to proceed via online payment.

Event Marketing Awards 2024

Payment

Official Invoice Download

Charge \$3519.00 with Stripe
Item Name: EMA2024-MPPIJ50775337
Price: \$3519.00 HKD

☐ Credit Card 

NAME

CARD NUMBER

EXPIRY DATE CVC CODE

Official Invoice

Click this button to download the official invoice for the payment

Payment Method / Invoice & Receipt

Bank Transfer:

- You may transfer through personal online banking system or arrange the transaction at the bank. For further assistance, please contact the Organiser or the finance team at Finance_events@haymarket.asia.
- If you wish to change method of payment, please select via the main dashboard, under the section “Your Order” and choosing “Edit” button to proceed further.

Payment Overview

Order Information

Order Ref No53573520
Order StatusConfirmed
Payment StatusPending
Order Creation Time (in event time)24 Sep 2025 16:39 +0800

Items

Description	Price
Entry - faldstfgadf; AGFSGS (ID: C01.418539) Category: Best Arts, Cultural & Entertainment Event	HKD 3,090.00
Sub Total	HKD 3,090.00
Grand Total	HKD 3,090.00

Payment Method

CurrencyHKD
Payment MethodBank Transfer
Click to choose your payment method.

COMPLETE YOUR SUBMISSION
To complete and confirm your entry submitted successfully, please proceed to confirm below:
1. Successful bank transaction proof (bank slip) to be provided along with the Order ID number to the Organizer at finance_events@haymarket.asia and copy to EMA@haymarket.asia.
2. All bank transaction handling charges by the bank will be the entrant's cost.

BANK TRANSFER DETAILS
• In favour of Haymarket Media Limited
• Banker: Citibank N.A., Hong Kong
• Bank Address: Citibank Tower, Citibank Plaza, 3 Garden Road, Central, Hong Kong
• Bank code: 008 (For local transfer only); Branch code: 391
• HK\$ A/C No.: 61553182
• Swift Code: CITIHKHX
Payments are non-refundable, subject to Organizer's terms and conditions.

INVOICE & RECEIPT
• The official invoice can be downloaded directly by the entrant via the system.
• You can download from the Dashboard, Payment Overview, and Order Details pages from the online platform, or the link provided in the entry submission notification email.
• Billing instructions: you can update any details via the entrant's profile to reflect on the invoice correctly.
• Receipt: Please contact the organizer.

IMPORTANT NOTE
• Payment must be net of business tax and withholding tax where applicable.
We reserve the right to demand any short payment if any.
Your entry is NOT considered to be completed until you confirm the payment.

☒ I understand that upon confirming the online entry form, my company will be liable for all entry fees including any duplication of entry, entry disqualification and/or non-endorsement by the agency/company. Entries unpaid by the respective entry deadlines will not proceed to judging and may result in disqualification. Haymarket Media Ltd will retain the right to claim for unpaid fees.



Official Invoice

Click this button to download the official invoice for the payment

Payment Method / Invoice & Receipt



Change of Payment Method

- If you wish to change the payment method, please click the “Payment Edit” button to choose an alternative payment method.

ORDER STATUS							
Ref No	Total Amount	Payment Method	Payment Status	Creation Time	Payment Received at	Entry IDs	
53573520	HKD 3690	Bank Transfer	Pending	24 Sep 2025 16:39		C01.418539	 Invoice  Payment Edit

Official Invoice & Receipt

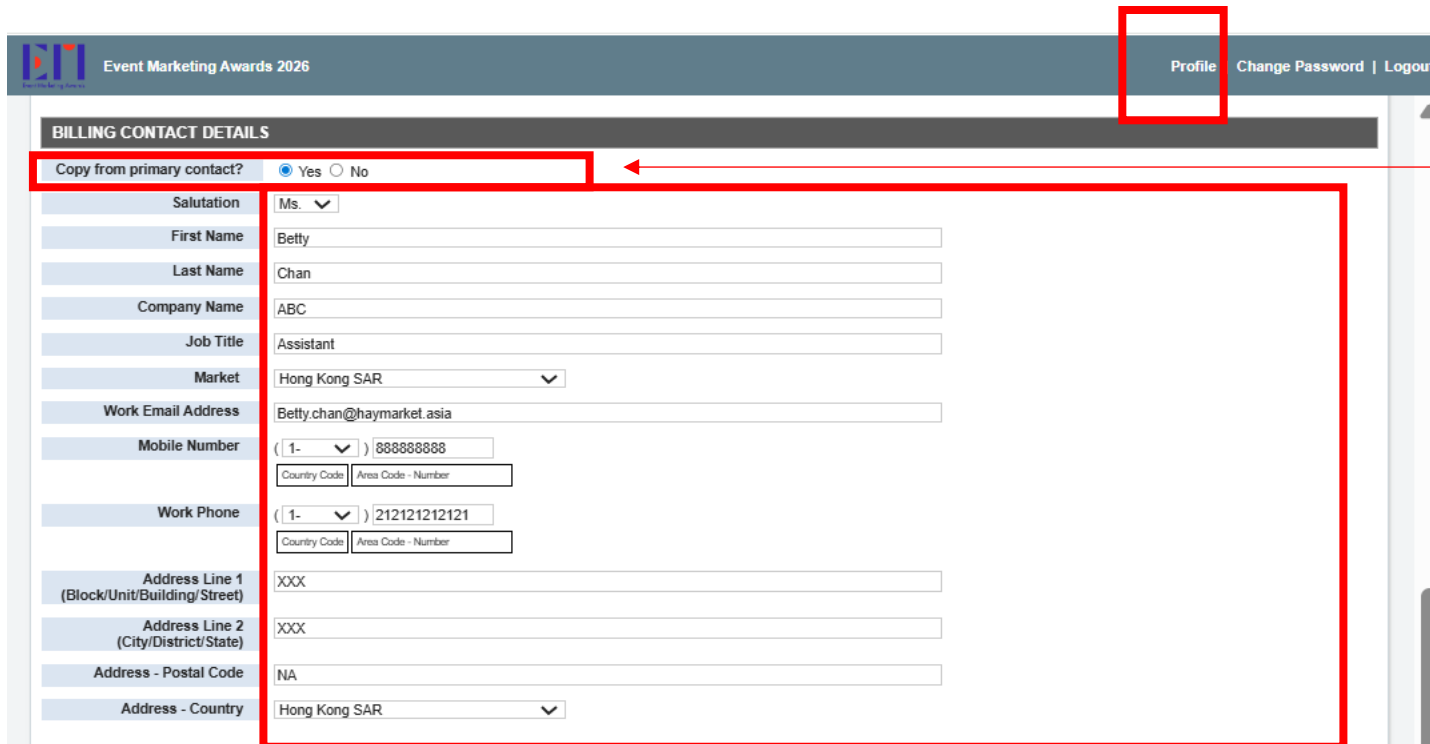
- The system will generate an official invoice for you to download as per the billing information submitted.
- You can **download the official invoice** via **the Dashboard, Payment Overview, and Order Details** pages the online platform as well as the link provided in the entry submission notification email.
- Please contact Finance_events@haymarket.asia and copy EMA@haymarket.asia if you need an official receipt.

ORDER STATUS							
Ref No	Total Amount	Payment Method	Payment Status	Creation Time	Payment Received at	Entry IDs	
53573520	HKD 3690	Bank Transfer	Pending	24 Sep 2025 16:39		C01.418539	 Invoice  Payment Edit

Billing Contact Details

Billing Contact Details

- The billing contact details of the entry could be modified in the “Profile” section.
- You can copy the billing contact details from primary contact.
- For any further inquiries, please contact Finance_Events@haymarket.asia and copy EMA@haymarket.asia



Event Marketing Awards 2026

Profile Change Password | Logout

BILLING CONTACT DETAILS

Copy from primary contact? ☒ Yes ☐ No

Salutation: Ms. ▼

First Name: Betty

Last Name: Chan

Company Name: ABC

Job Title: Assistant

Market: Hong Kong SAR ▼

Work Email Address: Betty.chan@haymarket.asia

Mobile Number: (1- ▼) 888888888
Country Code: Area Code - Number

Work Phone: (1- ▼) 2121212121
Country Code: Area Code - Number

Address Line 1 (Block/Unit/Building/Street): XXX

Address Line 2 (City/District/State): XXX

Address - Postal Code: NA

Address - Country: Hong Kong SAR ▼

Copy from primary contact

Click “Yes” to copy the details from the primary entrant.

Modification

You can still edit the billing contact details afterwards.

Technical Support



Technical Support Help

- If you encounter any technical difficulties during online payment process, please reach out to the organiser immediately and do not repeat online payment for the same entry to avoid duplicate payment.
- If you encounter any problems during the submission process, please contact the Event Marketing Awards Team for assistance at EMA@haymarket.asia.

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