

Expo Scout — Sample Report

Illustrative International Energy Trade Show · São Paulo, Brazil

Illustrative sample report — fictional assignment data. Not a completed customer engagement.

Report number	IA-EXP-0001 (illustrative)
Assignment date	March 11, 2026
Assignment status	Completed and quality reviewed
Prepared by	InspectAnywhere Operations · Local field professional
Quality review	Human review completed prior to delivery

This report describes evidence collected during a single on-site visit. InspectAnywhere performs visual, factual, third-party observation. It does not certify quality, legal status, ownership, financial standing, product performance, materials, tolerances, composition, or regulatory conformity.

Assignment objectives

- Attend the named trade show on behalf of the client on the specified date.
- Visit the client’s prioritized target exhibitors within the venue.
- Ask the client’s prepared questions and record responses accurately.
- Photograph booths, products, and printed materials where permitted by the venue and exhibitors.
- Collect business cards, catalogues, and digital contact links.
- Deliver a structured report with an exhibitor comparison and follow-up recommendations.

Evidence classifications

Each individual finding in this report is tagged with one of the classifications below. The report as a whole is not labelled ‘verified’.

Verified	Independently confirmed on-site against a document, checklist, or direct observation.
Observed	Directly witnessed by the field professional at the time of visit.
Reported	Stated by the supplier, exhibitor, or third party — not independently confirmed.
Not verified	Insufficient evidence was available to confirm this item.
Access denied	Photography, area, or information access was restricted.

Event and venue verification

Event	Illustrative International Energy Trade Show
Venue	Expo Center Norte, São Paulo, Brazil
Event dates	March 10–13, 2026
Attendance date	March 11, 2026
Venue GPS check-in	−23.5153° S, −46.5486° W · ±5.4 m
Event entry timestamp	09:14 (UTC−3) · Badge scanned at Hall 2 entrance
Exhibition map reference	Hall 2 · Sectors B, C, E

Target exhibitor visit log

Time	Booth	Exhibitor	Classification
09:42	B-118	Exhibitor A	Observed
10:15	B-204	Exhibitor B	Observed
10:51	C-012	Exhibitor C	Access denied · photography
11:22	C-045	Exhibitor D	Observed
11:58	C-101	Exhibitor E	Observed
13:30	E-006	Exhibitor F	Observed
14:05	E-018	Exhibitor G	Not verified · booth unstaffed
14:44	E-033	Exhibitor H	Observed
15:20	E-055	Exhibitor I	Observed
16:02	E-071	Exhibitor J	Observed

Prepared questions and responses — Exhibitor A

Q. Minimum order quantity for the flagship product line?

A. Representative stated 500 units MOQ; documented in printed price list. [Reported]

Q. Standard lead time from order confirmation to shipment?

A. Representative stated 45–60 days depending on configuration. [Reported]

Q. Certifications currently held?

A. Booth displayed printed ISO 9001 and CE marks; certificate images photographed. [Observed]

Q. Can factory visits be arranged for prospective buyers?

A. Representative confirmed factory visits by appointment; provided contact card. [Reported]

Product and booth observations

Time-stamped photographs were taken at booths where photography was permitted. Photographs cover: exterior booth signage, displayed product samples, printed brochures, and representative badges. Photograph coverage varies by booth per venue and exhibitor rules.

Contacts and materials collected

Business cards	9 collected (1 exhibitor declined)
Printed catalogues	6 collected · digital scans included in delivery
Digital brochures / links	4 provided via QR code or email
Product samples	None accepted (declined per assignment brief)

Exhibitor comparison

Exhibitor	MOQ	Lead time	Certifications	Classification
A	500 units	45–60 days	ISO 9001, CE (photographed)	Observed
B	200 units	30 days	ISO 9001 (verbal)	Reported
D	1,000 units	60–75 days	CE, RoHS (verbal)	Reported
F	100 units	21 days	ISO 9001 (photographed)	Observed
H	300 units	40 days	None disclosed	Reported

Opportunities and follow-up items

- Exhibitor A and F provided the most complete documentation and are best-suited for immediate follow-up.
- Exhibitor C should be re-approached outside show hours if information access is required.
- Exhibitor G was unstaffed at time of visit; a second attempt is recommended.

Restrictions and missing information

Access denied	Exhibitor C prohibited photography inside the booth.
Not verified	Exhibitor G booth unstaffed at time of visit; no responses collected.
Not verified	Independent certificate verification was not part of scope.