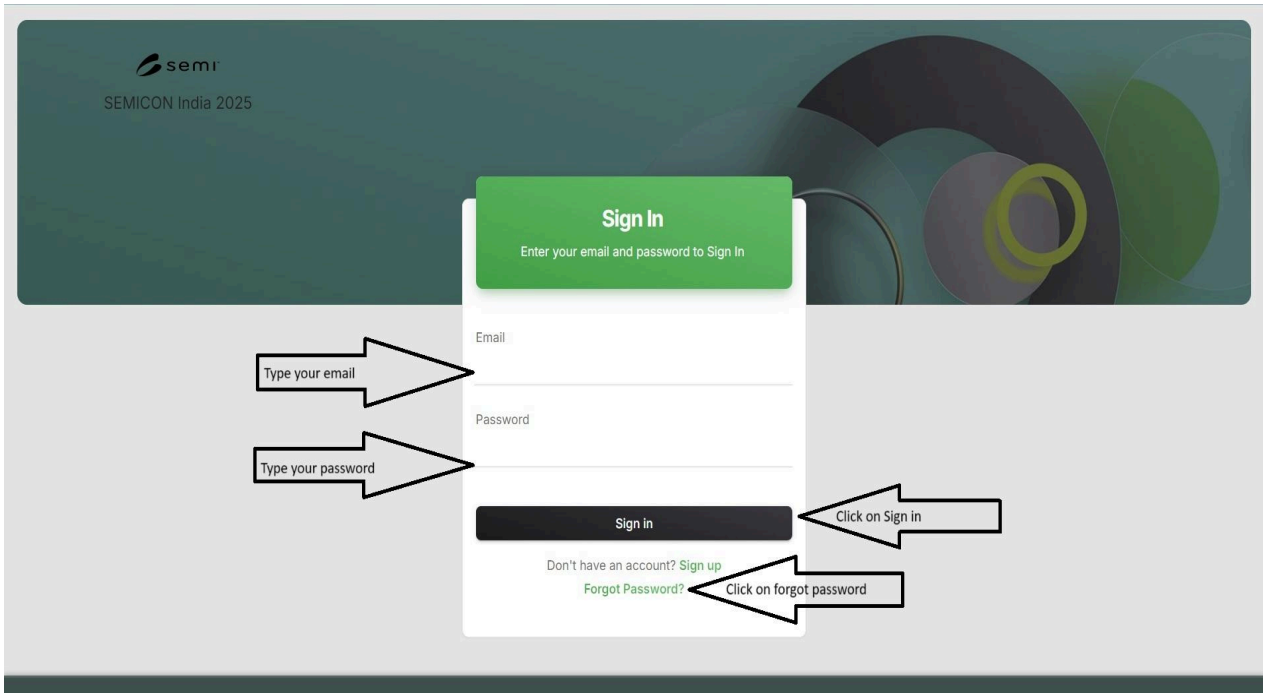
✅ SEMICON India Exhibitor Portal – Easy Guide for Exhibitors

This guide will help you use the SEMICON India 2025 portal step by step.

🔐 1. How to Log In



- Go to: https://portal.semiconindia.org/login
- Type your **Email ID** and **Password**
- Click the **Sign in** button
- If you forgot your password, click **Forgot Password** to reset it

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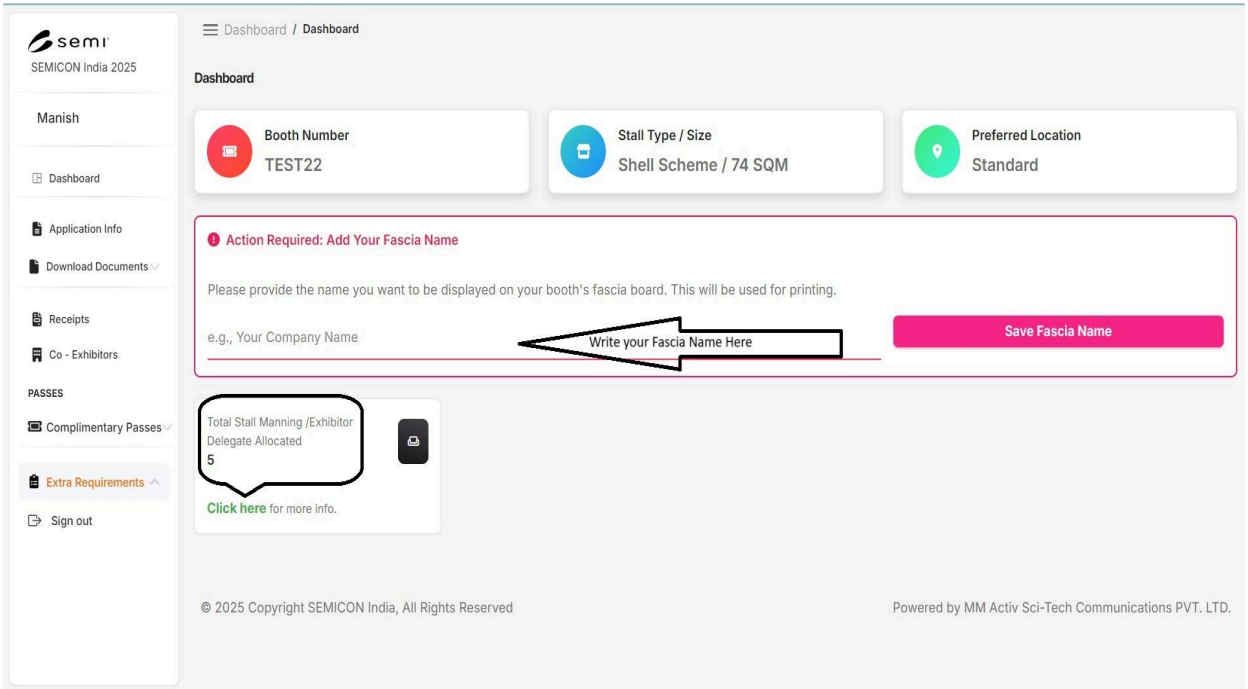
📋 2. Dashboard Overview



- After logging in, you will see:
    - **Booth Number**
    - **Stall Type and Size**
    - **Preferred Location**
- You can also
    - Add your **Fascia Name** (the name shown on your booth) only for shell scheme
    - See how many **Team Passes** (Exhibitor) are given to you

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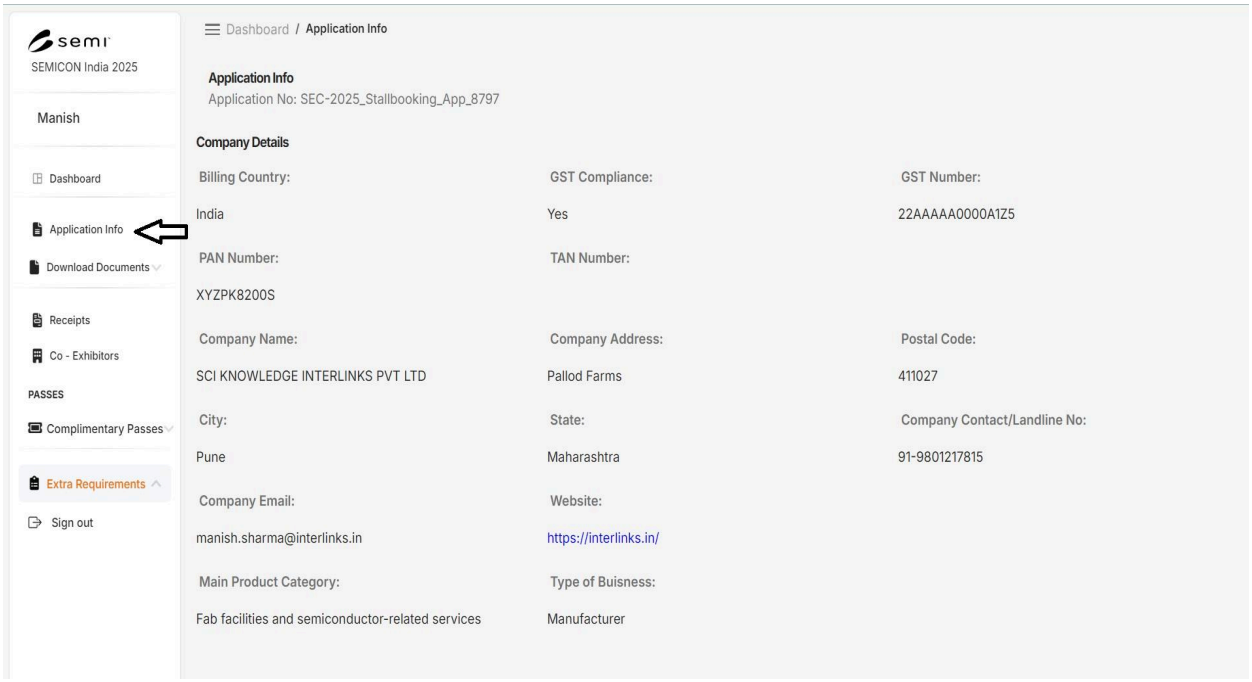
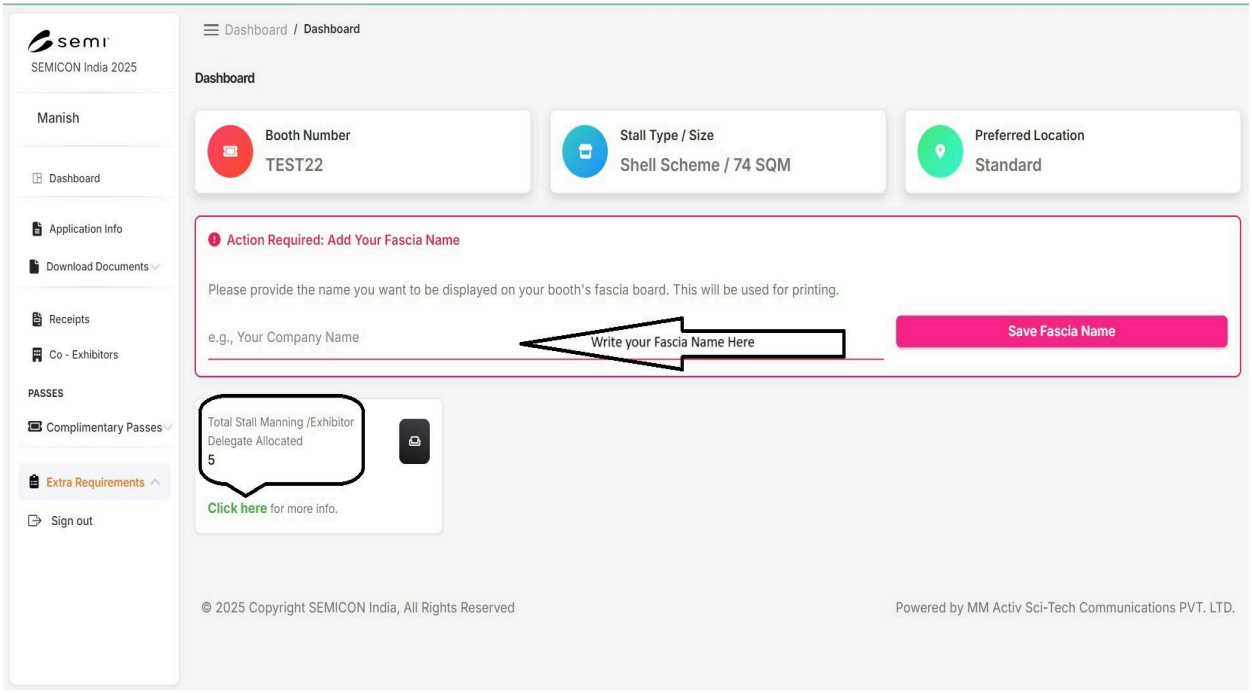
📝 3. Application Info (Form Details)



- This section shows your **Application Number**
  Example: `SEC-2025_Stallbooking_App_8797`

- You can also see all the details you filled out during the registration form:
    - Company name
    - Contact person
    - Stall size and type
    - Other information submitted

🔤 4. Fascia Name (Booth Name - Only for Shell Scheme Stall)



- If the system asks you to add a fascia name:
    - Type your **Company or Brand Name**
    - Click **Save Fascia Name**
    - This name will be printed on your booth

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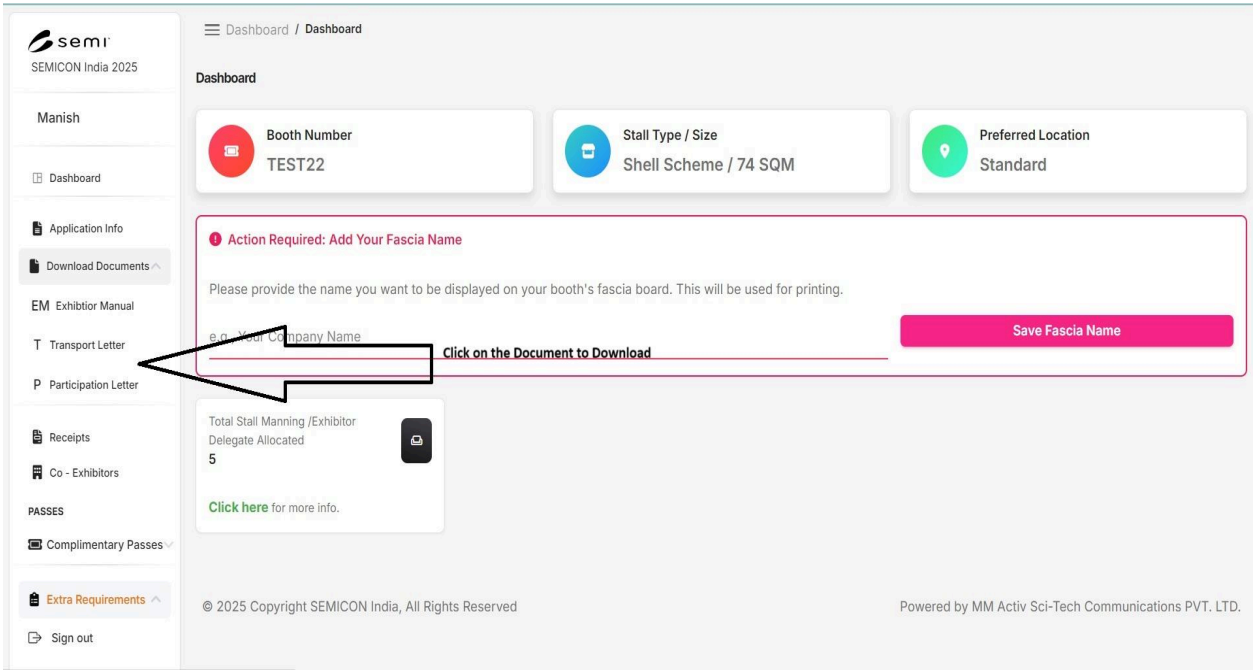
5. Download Documents

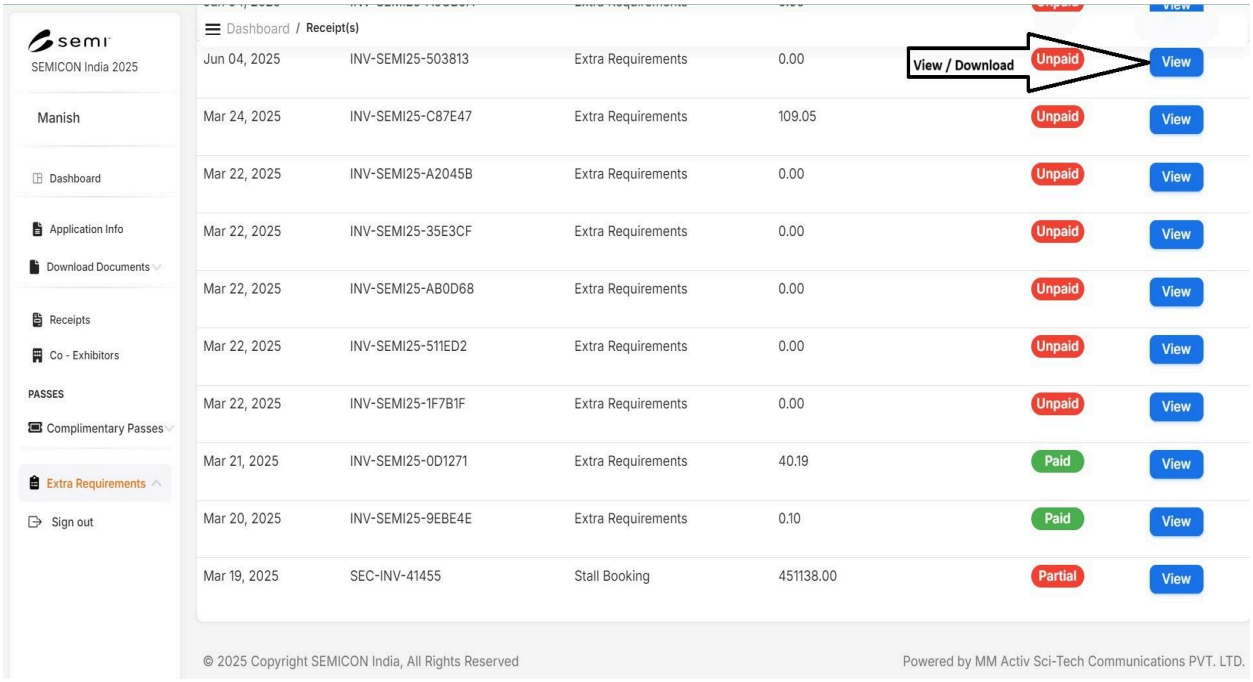


Go to **the Download Documents** section to get:

1. **Exhibitor Manual**
2. **Transport Letter**
3. **Participation Letter**

- Click the name of the document to **view or download** it

💳 6. Receipts



- Go to the **Receipts** tab
- You can see and download your payment receipts
- There are 3 types of status:
    - ✅ **Paid**
    - ❌ **Unpaid**
    - ⚠️ **Partial**

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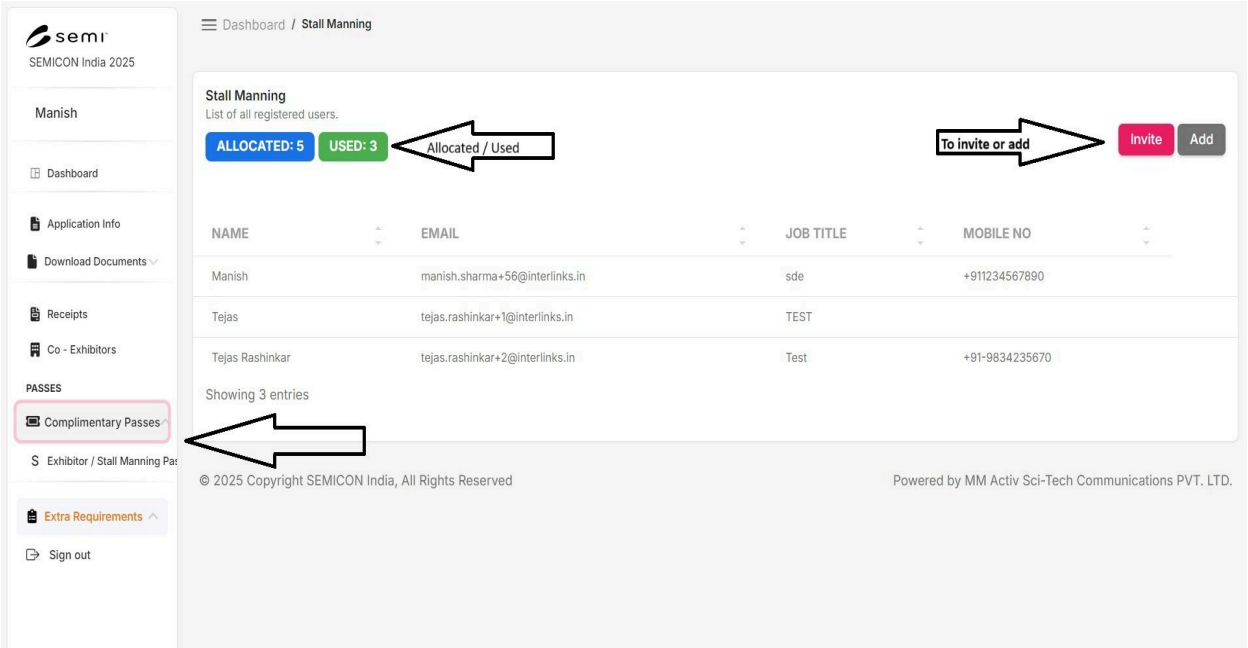
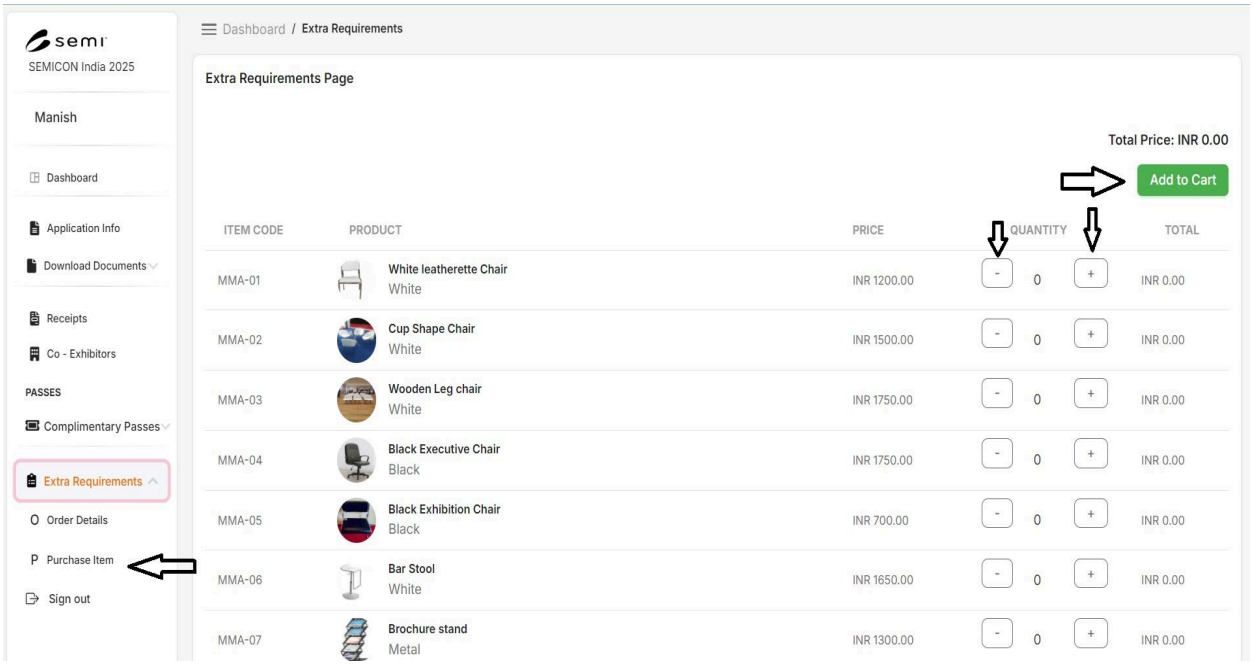
7. Complimentary Exhibitor Passes



- Add your team members as **Exhibitor** (Stall Manning) using this tab
- You can see:
    - How many passes are **given to you**
    - How many passes are **used**
- Use the **Invite** button to send the pass to your team

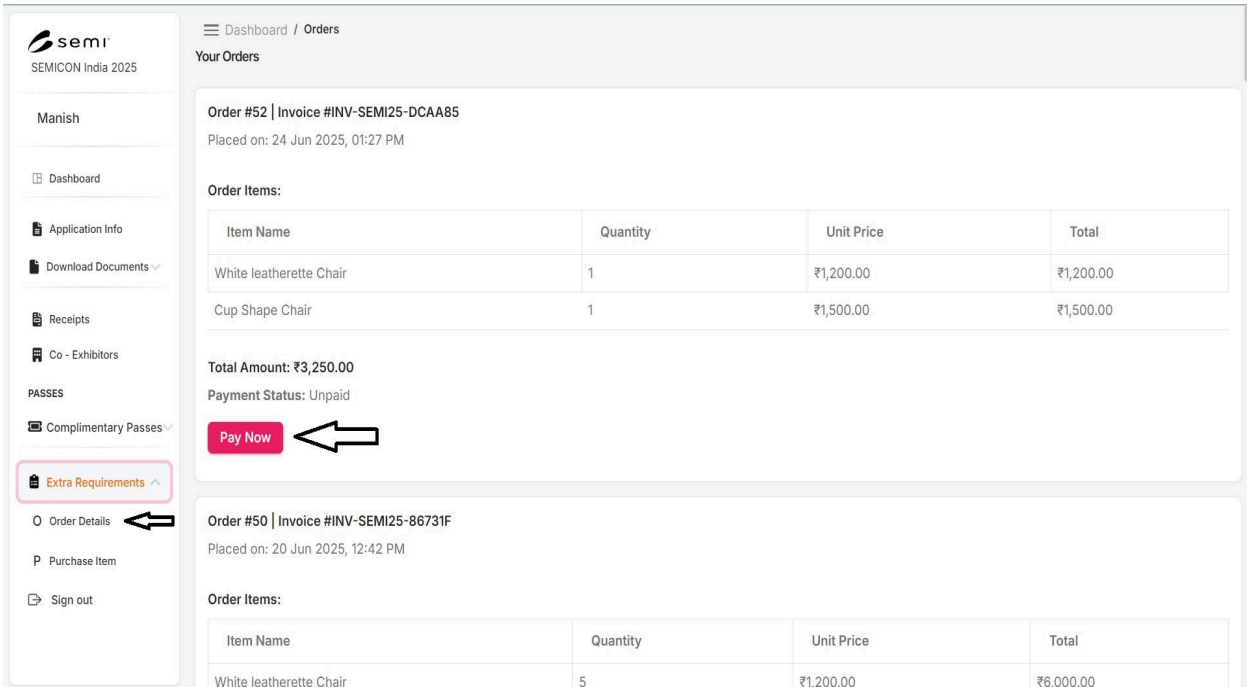
🧾 8. Extra Requirements (Furniture, Internet, etc.)

👉 A. Purchase Items



- See the list of **extra items** you can book (like chairs, branding, internet, etc.)
- Click **(+)** to add item
- Click **(-)** to remove item
- After selecting everything, click **Add to Cart**
- Then **complete the payment**

👉 B. Order Details



- You can check payment status of your order
- Make a payment if the status is unpaid