

SPRING FEST 2015

ONLINE PAYMENT GUIDELINES

- Register and Login on the Spring Fest Website (www.springfest.in)
- Proceed to the **Payment Portal** option to enter the payment portal
- Enter the SFID's and their corresponding email ID's for which the payment has to be made
- One participant can pay for **more than one participant**. It is not necessary for the paying participant to be a part of the group.
- Payments made through the portal before **11:59 pm 20th January 2015** will have the registration fees as **INR 900**. On and after **21st January**, the registration fees will be **INR 1000**.
- Payment status of respective participants will be updated as **PAID** in their **SF Profile**. In case it is not updated immediately it would be updated by next day 7am. For further queries you can write to registrations@springfest.in.
- After Payment is done, you will be notified through an **SMS** containing your **Order ID** only to the person who is logged in to Spring Fest. This **SMS** along with the same mobile handset **must be produced** at the Finance Tent during the time of registration
- In case the person paying for a group is not attending Spring Fest or is not arriving with the group, he/she has to notify the same through mail from his/her registered email ID to **sf15finance@gmail.com** (Using the subject as: PAYMENT) on or before **21st January 2015**.
- In case of Participant has paid the registration fees and is unable to attend the Fest, he/she has to notify the same through mail from his/her registered email ID to **sf15finance@gmail.com** (Using the subject as: REFUND) on or before **27th January 2015**.
- Only **60%** of registration fees i.e. **INR 540** will be refunded.
- An additional security deposit(refundable) of **INR 100** per person will be taken at the time of allotment of accommodation.
- Every participant must bring along **one Photo ID** proof to the Finance Tent of Spring Fest for registration. **No participant** will be issued the SF Participant Kit without the Photo ID Proof. You may carry the following:
 - **Driver's Licence**
 - **College/Organisation Photo ID**
 - **PAN Card.**
- Participants are required to collect your Participation Kit at the Spring Fest Control Tent after confirming participation.
- Spring Fest will not be accountable for any transaction failures and/or misplacing of personal belongings or the SF Participation Kit.