

Room size & capacity (For reference only)

Room	Floor Area (approx.)	Theater	Classroom	Meeting	Cocktail	Round Table	U-Shape
Theatre A	(1,100 ft ²)	80	42	36	40	48	24
Theatre B	(1,300 ft ²)	100	56	45	70	100	36
Theatre C	(370 ft ²)	20	15	16		-	-
Theatre A+B	(2,400 ft ²)	180	80	62	120	130	-
Theatre B+C	(1,670 ft ²)	120	68	-	80	110	-
Theatre A+B+C	(2,770 ft ²)	200	100	-	150	140	-
Meeting Room 1	(340 ft ²)	-	-	12	-	-	-
Meeting Room 2	(240 ft ²)	-	-	8	-	-	-
Meeting Room 3	(410 ft ²)	-	-	16	-	-	-

Facilities	Theatre A	Theatre B	Theatre C	Meeting Room 1	Meeting Room 2	Meeting Room 3
				Members Only		
LCD Projector+Screen	3	3	1	1	1(TV)	1
Podium Mic. *	1	1	-	-	-	-
Table Mic. *	2	2	-	-	-	-
Hand-held Wireless Mic. *	2	2	-	-	-	-
Clip Mic. *	2	2	-	-	-	-
Laser Pointer *	1	1	1	1	1	1
Whiteboard * / Flipchart	1	1	1	1	1	1
Internet Access / Wi-Fi	✓	✓	✓	✓	✓	✓
Reception Area	✓	✓	✓	-	-	-
Self-service Café Bar (with a hot & cold water dispenser instant coffee powder and tea bags)	✓	✓	✓	-	-	-

* Subject to availability

Rental

Venue	Full Day (0900-1730 / 8.5 hrs.)	4 Hours Session	Per Hour
Theatre A	\$21,500	\$11,800	\$3,200
Theatre B	\$33,000	\$18,000	\$4,700
Theatre C	\$7,500	\$4,200	\$1,200
<ul style="list-style-type: none"> - Corporate members are entitled to a 30% discount off the standard rates. - Minimum 2 hours - The Theatre will be ready <u>15 mins before the start time</u> while the venue must be cleared within <u>15 mins after the end time</u>. Otherwise additional expenses will be charged. 			
Meeting Room 1	Members only.		\$800
Meeting Room 2	No discount on rental.		\$600
Meeting Room 3	Min. 1 hour & max. 2 hours.		\$1,300
<ul style="list-style-type: none"> - The Meeting Rooms will be ready <u>5 mins before the start time</u> while the venue must be cleared within <u>5 mins after the end time</u>. Otherwise additional expenses will be charged. 			

- Extra air-conditioning - \$370 per hour (Monday - Friday before 7:30am & after 7:30pm, Saturday before 7:30am & after 1:30pm)

- Staff overtime charge - \$100 per hour (Monday - Friday before 9:00am & after 5:30pm, special charges on weekends/public holidays)