



## Seating Capacity

Stalls	Circle	Total
291	130	421

## Rental Rates (w.e.f. 01 September 2024)

	Arts Hire / NPO <sup>1</sup>	Standard Hire
<b>Set up / Rehearsal</b>		
4 Hours	S\$800	S\$1,000
Additional Hour	S\$250	S\$300
<b>Event</b>		
4 hours <b>OR</b> 18% of Gross Ticket Sales (whichever is higher)	S\$2,000	S\$2,400
Additional Hour	S\$600	S\$700
<b>Peak Surcharge <sup>2</sup></b>	S\$600	S\$600
<b>Dark Day <sup>3</sup></b>	S\$1,000	S\$1,200

<sup>1</sup> NPO rates apply only to Singapore government agencies and registered non-profit organisations

<sup>2</sup> Peak rates are applicable on Friday, Saturday, Sunday, Eve of Public Holiday and Public Holiday

<sup>3</sup> Maximum of one Dark Day allowed for every six consecutive days of booking

# DRAMA THEATRE

# MISCELLANEOUS CHARGES

## MANPOWER

	Technician	Usher
0800hrs to 2300hrs	S\$24/pax/hr	S\$16/pax/hr
2300hrs to 0800hrs	S\$34/pax/hr	S\$22/pax/hr

(Per hour basis, minimum 4 hours, manpower charges shall be borne by hirer)

## EQUIPMENT

	Per Day	Per Week
<b>Steinway D Grand Piano</b> (For Concert Hall only)	CH: S\$600	-
<b>Projector w/ Screen</b>	CH: S\$800 DT: S\$600 ST: S\$400	CH: S\$3,200 DT: S\$2,400 ST: S\$1,600
<b>Wireless Handheld Microphone</b> (First 4pcs FOC; Batteries Chargeable)	S\$40	S\$150
<b>Head-worn Microphone w/ Body-pack</b>	S\$40	S\$150
<b>Moving Light</b> (ROBÉ)	\$20	\$80
<b>Haze Machine</b>	\$55	\$200
<b>Smoke Machine</b>	\$60	\$240

(Not Applicable for Gallery)

Venue Hire rates do not include manpower and chargeable equipment.

It is important to note that some events require additional Ushers, Housekeeping and Maintenance staff, and other consumables. In such instances, there will be additional charges based on the requirements of each hire.

# COMMONLY ASKED QUESTIONS

## **How far ahead are the venues open for booking?**

- Booking requests can be submitted 24 months in advance

## **What is the minimum booking?**

- Venues are at their default state before the start of any booking, venue set-up is required in the booking schedule based on the event requirements
- Base booking of a 4-hour Performance block is required for any venue booking, except for the Gallery
- Venues will need to be reinstated to its default setting after the event
- The above stated time and costs will have to be factored into the venue booking hours and manpower charges

## **What kind of events are not suitable to be held at SOTA venues?**

- Events and/or performances with content that is deemed controversial, provocative or offensive in nature
- Exhibitions, artworks and/or publicity materials should not be suggestive and/or sexual in nature, contain expletives, of contentious racial or religious issues/references, prompting violent, anti-government, anti-religious sentiments, or portrayal of political or sexual orientation references, alternative sexualities, fetishes or addictions

## **Is it compulsory to use SOTA's technicians?**

- It is compulsory to use SOTA's technicians
- Hirers may use own technicians in addition to SOTA's technicians

## **Do all events need to be ticketed?**

- All events/performances held in SOTA venues require tickets
- Hirers may appoint own preferred ticketing agent
- Ticket sales commission is applicable if the gross ticket sales of each show is higher than the corresponding performance block charge

*For more information on venue booking, please contact*  
**[venuebookings@sota.edu.sg](mailto:venuebookings@sota.edu.sg)**

# CONTACT US



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