



YOUNG MUSICIANS' SOCIETY  
YMS Arts Centre • 54 Waterloo Street • Singapore 187953  
Tel: (+65) 6332 5813 • Fax: (+65) 6336 9829  
Email: makemusic@yms.org.sg • Web: www.yms.org.sg

## Studio Hire Rates

Rates are applicable wef 1 April 2008.

### Choral Studio (Maximum capacity 60 seats)

*Piano models : Yamaha WX1 (upright) or Yamaha C2 (grand)*

- **Rehearsal** \$40 per hour (minimum booking of 1 hour)  
Additional half hour or part thereof - \$20
- **Performance / Workshop / Audition / Seminar** \$120 : 2hr package; with upright piano (WX1)  
\$230 : 2hr package; with grand (C2)  
Additional half hour or part thereof - \$20
- **Filming** \$120 (3-hour package)  
Additional half hour or part thereof - \$20

### Studio One (Maximum capacity 15 seats)

*Piano model : Yamaha U1 (upright)*

- **Rehearsal / Workshop / Audition** \$25 per hour (minimum booking of 1 hour)  
Additional half hour or part thereof - \$12.50
- **Filming** \$75 (3-hour package)  
Additional half hour or part thereof - \$12.50

### Other charges

- **Technician Overtime** \$20 per hour (use of facilities after 10pm)
- **Bumping-out / Storage (10pm – 9am)** \$150 (Choral Studio)  
\$75 (Studio 1 & 3)

### Equipment provided:

- Chairs
  - Music stands
  - Whiteboard \*
  - Tables \*
  - Overhead projector \* \$50/session
  - LCD Projector \* \$150/session
- \* subject to availability.

**Please note that YMS Arts Centre is NOT OPENED on Public Holidays.**

### **Terms & Conditions**

1. Payment must be made within 14 days upon receipt of invoice, unless otherwise indicated. All dates reserved will automatically be cancelled if payment is not received by the due date.
2. Immediate CASH payment IN FULL is required should the event should the event fall within 30 days of the reservation date.
3. The Hirer has to include time for bump-out/set-up/strike in their rental hours.
4. YMS accepts no responsibility for any cancellation by the Hirer and all payment made to date are non-refundable.
5. There will be no refunds for unused hours.
6. Where banners, backdrops or special lighting are used, it must be installed and removed by professional personnel hired or under the charge of the Hirer. Please note that ADHESIVE TAPE, BLUTACK, NAILS or any such materials that may potentially cause damage to the premises are not allowed.
7. NO FOOD AND DRINKS ARE ALLOWED IN ANY OF THE STUDIOS.
8. The Hirer is LIABLE for any damage and/or loss to YMS property by his team and/or himself during the event, or helpers who carry out work in the premises who are directly or indirectly related to the event, and should pay sufficient sum to make good such damage and/or loss.
9. YMS will not be liable for any claims, damages and/or other liabilities resulting from failure to comply with the above.
10. All items belonging to the Hirer (i.e. props or sets) must be removed from the Studios by the end of the period of hire. Failure to do so will result in an automatic charge (please refer to Other Charges - Bumping-out/Storage).
11. The Hirer will be required to fill in a form on the day of rehearsal/performance where a final invoice will be issued for any outstanding payments, including the additional use of equipment or facilities.



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## STUDIO BOOKING FORM

NAME OF ORGANISATION (or please indicate if you are an independent hirer) :

CONTACT PERSON:

ADDRESS:

NRIC/FIN/PASSPORT NO:

TEL:

FAX:

EMAIL:

Which studio do you wish to hire?

Choral Studio

Studio 1

Studio 3

Purpose of hire?

Rehearsal

Performance, workshop, exhibition, etc.

Name and Start Time of Event:: (please specify for performance, workshop, exhibition, etc only)

Requested EVENT date(s) & time(s) (Performance/ Workshop/ Audition/ Filming/ Seminar/ Conference/ Talk etc ):

Requested REHEARSAL dates(s) & time(s):

EQUIPMENT FOR HIRE (please tick where applicable)

NOTE: Equipment is subject to availability.

Piano Tuning (Yamaha WX1/U1)

\$60/tuning

Overhead Projector

\$50/session

LCD Projector

\$150/session

USE OF FOYER (please tick where applicable)

NOTE: Facilities subject to availability.

Guest registration

F&B reception (\$20/hr) [time: \_\_\_\_\_ ]

Exhibition (\$20/hr) [time: \_\_\_\_\_ ]

(no charge)

\* includes set-up/strike time

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### AGREEMENT

I, the undersigned, agree that I will be responsible for all YMS equipment used by me and my organisation, and will pay for any damage or loss that may occur during the hire of the Auditorium. All items belonging to me and my organisation (i.e stage sets, banners, concert programmes, ticket stubs, etc) will be removed from YMS Arts Centre upon the end of our Hire. An additional CLEANING FEE OF \$100 WILL BE IMPOSED FOR NON-COMPLIANCE. I declare that all the information provided on this booking form is accurate and I agree to abide by the Terms & Conditions set out in this form.

Signature / Date

Name of Signatory:

Designation:

Company stamp (if applicable)