

**2024  
THE STAR GALLERY**

Level 3 – 770 sqm  
**Seating Capacity:** Full-Seating, Theatre-Style – 770 pax  
 Partitioned, Theatre-Style – 143, 144, 149, 164, 170 pax  
 Full Seating, Banquet-Style – 470 - 490 pax (10 to a table)

<b>Meeting Package \$15,000</b>			
<b>Event / Performance Day</b>	<b>Additional Hour (Per hour)</b>	<b>Set-Up / Rehearsal / Teardown</b>	<b>Additional Hour (Per hour)</b>
			\$2,050
Package includes: <ul style="list-style-type: none"> <li>• 6-Hour Package (includes set-up, event &amp; teardown).</li> <li>• 1-time room configuration / utilities charges / standard stage (24ft x 16ft x2ft) and standard technical package.</li> <li>• Writing materials and bottled water for each attendee.</li> <li>• 10 complimentary car park tickets per event.</li> <li>• Any extension of per hour or part thereof beyond booking time, the minimum of a one-hour rate will be charged accordingly.</li> </ul>			
<b>Manpower Charges (Minimum 4 hours)</b>	<b>Technical Staff</b>	<b>Ushers</b>	<b>Event Casuals</b>
Charges for manpower requirements	\$23 - \$51 per pax per hour	\$18 - \$20 per pax per hour	\$22 - \$28 per pax per hour

**OFFICIAL CATERERS**



*(The Official Caterers List is subjected to change without prior notice. Please liaise with caterer directly.)*

<b>Technical Facilities included in Package</b>	
Audio	<ul style="list-style-type: none"> <li>❖ 6 Microphones (wireless and wired)</li> <li>❖ 2 Direct Interface (for playback device)</li> <li>❖ 2 Stage Monitors</li> </ul>
Video	<ul style="list-style-type: none"> <li>❖ 3 Projector Package (combination of any 3 projectors-mirrored image)</li> <li>❖ Single output Presentation Switcher x2 HDMI</li> <li>❖ Wireless Clicker / Transmitter</li> <li>❖ 40" Display Monitor</li> </ul>
Lighting	<ul style="list-style-type: none"> <li>❖ Generic Stage Lighting</li> <li>❖ House Lights</li> </ul>
Staging	<ul style="list-style-type: none"> <li>❖ Rostrum</li> </ul>
<p><b>**Only for 24ft x 16ft x2ft Stage at A1 or E.</b></p> <p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>- All technical equipment stated above is the standard set and are essential for the simplest of setup required of a Meeting.</li> <li>- All playback device to be provided and operated by hirer.</li> <li>- Technical equipment required which is not listed above can be added on top of the package at ala-carte prices. Prices can be found in the Chargeables List.</li> <li>- The above is only applicable for a single standard room configuration.</li> </ul>	

**Terms & Conditions:**

1. All rates are subjected to prevailing GST tax.
2. Booking will not be considered confirmed until the booking forms and deposits are received.
3. Non-refundable deposit, equivalent to 20% of the total hire charges is required to confirm booking. Second payment of 50% is due 6 months before event commencement. Balance payment of 30% is due 3 months before event commencement.
4. The Management reserves the right to impose a security deposit when deemed appropriate.
5. Additional equipment will be chargeable.
6. Liability for failure of equipment is only limited to a full refund of the individual equipment rental rates.
7. Prices are subject to change without notice. Please check with our Venue Hire Officer for the current Price List.
8. Package excludes (reimbursable charges): additional technical staff and additional technical equipment apart from the standard provided in package, other ancillary spaces and catering.
9. Peak Day Surcharge (Fri, Sat, Eve of PH, PH) not applicable for Meeting Package.

\* Weekdays (Mon-Thu), Weekends (Fri-Sat, Eve of PHs and PHs)  
All rates are subject to applicable government and service charges

**For enquiries, please call Venue Hire Hotline @ (65) 6636 0055**