

APPLICATION FOR THE USE OF THE PREMISES OF MARINA BARRAGE

A. APPLICANT PARTICULARS – Please complete where applicable	
Name of Organization:	Contact Person:
	Tel:
	Fax:
Company registration number:	Email:
Bank Details: <i>(Security Deposit will only be refunded to the applicant's bank account stated below)</i> ACCOUNT NAME: ACCOUNT NUMBER: BANK NAME: BANK CODE: BRANCH CODE: SWIFT CODE: <i>Please submit a copy of your bank statement for verification.</i>	Mailing Address:

B. VENUE(S) REQUIRED – Please tick where appropriate			
INDOOR		OUTDOOR	
<input type="checkbox"/>	Courtyard Room	<input type="checkbox"/>	Jetty Area
<input type="checkbox"/>	Activity Centre	<input type="checkbox"/>	Water Playground
		<input type="checkbox"/>	Central Courtyard
		<input type="checkbox"/>	Marina Bridge
		<input type="checkbox"/>	Deck A
		<input type="checkbox"/>	Deck B
		<input type="checkbox"/>	Green Roof A
		<input type="checkbox"/>	Green Roof B
		<input type="checkbox"/>	Green Roof C
		<input type="checkbox"/>	Green Roof D

C. EVENT DETAILS	
Event Name:	Indoor Booking Timings 9am to 6pm / 9am to 1pm / 2pm to 6pm Outdoor Booking Timings 9am to 9pm / 9am to 1pm / 2pm to 6pm
Event Date(s):	Setup Venue(s) (please list):
Setup Date(s):	
Teardown Date(s):	
Payment Mode: E-payment (NETS / Credit Card (Master or Visa)/ E-Invoice (Govt Agencies only)/ Bank Transfer	Estimated No. of Participants:

DECLARATION	
* Please read the Terms & Conditions before completing this form which shall form part of this Agreement.	
I declare that the information given above is accurate to the best of my knowledge and I agree to the rules and regulations of the Board.	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Signature and Name of Applicant / Date	<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%; text-align: center;"> <p><u>For Official Use Only</u></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p>Application approved by Name & Signature/ Date</p> </div> <div style="text-align: center; margin-top: 10px;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Company Stamp </div>

1. The normal processing time for applications is five (5) working days after receipt of application by PUB.
2. If your application is approved, a Letter of Acceptance (LOA) will be sent to you. The rental fee and security deposit are payable upon receipt of the LOA.
3. Payment can be made via e-payment at this link <https://app.pub.gov.sg/epay/Pages/default.aspx> using VISA, Master Card or Direct Debit. It will take **3 working days** to process the online payment.
4. For rental fees above \$5000 and, or security deposit above \$1000, payment can be made via interbank funds transfer for amount exceeding the limit(s) indicated above:

Name of Bank:	Citibank N.A. Singapore
Account Name:	Public Utilities Board
Account No.:	0-018430-037
Swift Code:	CITISGSG

Do indicate the LOA reference number in the interbank funds transfer. Your payment will take up to **3 working days** to process.

5. PUB reserves the right to recover any bank charges incurred from you if the e-payment exceeds the limit(s) as indicated above. Recovery of bank charges will be through direct deduction from the security deposit.
6. The Security Deposit is imposed to ensure compliance with the Temporary Occupational License (TOL) conditions, and shall be forfeited if the licensee fails to comply with any of the TOL terms and conditions. The Security Deposit will be returned by bank transfer to the bank account listed in the application form. Applicant has to ensure the accuracy of the information provided for the transfer.
7. To find out about the licenses and permits from other Government Agencies in connection with your use of the Marina Barrage spaces under this application, you may visit the Online Business Licensing Service (OBLS) website at <https://licences1.business.gov.sg>.

8. Please read the Terms and Conditions for rental of event spaces clearly before proceeding with the application.

**Rates will be revised from 1 Oct 2017. New rates will apply for events that are held on 1 Oct 2017 onwards.*

Indoor Spaces

Security deposit of S\$250 applicable per indoor space per event day.

Location	Mondays to Sundays and Public Holidays	
	<u>HALF DAY</u> Morning: 9am to 1pm Afternoon: 2pm to 6pm	<u>FULL DAY</u> 9am to 6pm
Activity Centre	S\$400	S\$600
Courtyard Room	S\$600	S\$800

Outdoor Spaces

Security deposit of S\$1,000 applicable per outdoor space per event day.

Location	Mondays to Thursdays		Fridays to Sundays and Public Holidays	
	<u>HALF DAY</u> Morning: 9am to 1pm Afternoon: 2pm to 6pm	<u>FULL DAY</u> 9am to 9pm	<u>HALF DAY</u> Morning: 9am to 1pm Afternoon: 2pm to 6pm	<u>FULL DAY</u> 9am to 9pm
Water Playground	S\$600	S\$650	S\$700	S\$780
Central Courtyard	S\$1,500	S\$1,750	S\$1,800	S\$2,100
Performance Stage	S\$130	S\$150	S\$160	S\$180
Jetty Area	S\$180	S\$200	S\$210	S\$240
Marina Bridge	S\$1,500	S\$1,750	S\$1,800	S\$2,100
Green Roof A	S\$1,700	S\$1,950	S\$2,000	S\$2,340
Green Roof B	S\$1,700	S\$1,950	S\$2,000	S\$2,340
Green Roof C	S\$1,150	S\$1,300	S\$1,350	S\$1,560
Green Roof D	S\$1,650	S\$1,900	S\$1,950	S\$2,280
Deck A	S\$180	S\$200	S\$210	S\$240
Deck B	S\$220	S\$250	S\$260	S\$300

*Rental rates are subjected to prevailing GST charges.

**Setup and teardown rates at 50% of full-day rate, subjected to prevailing GST charges.