

## Studio Hire

### Points to note

1. Applicant must pay the rental prior the use of the studio.
2. Book before at least three days before use. CCDC Dance Centre reserves the right to refuse your booking if you fail to do so.
3. In case of cancellation, you must inform CCDC Dance Centre at least one day before. CCDC Dance Centre reserves the right to charge the applicant.
4. Discount offer is only applicable for non-profit making organizations. If the job is for commercial in nature, please declare to Dance Centre.
5. If you book two weeks prior the use of the studio, 50% of the rental needs to be paid as deposit. The deposit will not be refunded if you cancel the booking after paid.
6. Please take good care of all equipments and facilities in the studio. We reserve the right to charge the applicant for any damage.
7. Keep the studio tidy and clean.
8. Please help save the environment. Turn off all electricity before leaving the studio.
9. We reserve the right to re-arrange the studio booking without prior notice.
10. We reserve the right to determine the use of the studio.

### Rental

1. Studio for rehearsals

Time	10:00am –10:00pm (Mon-Fri)		10:00am-10:00pm (Sat, Sun, Public Holiday & Non-office Hrs)	
Studio	S1 & S7	S2 - S6	S1 & S7	S2 - S6
\$ per hour	\$200	\$100	\$420	\$220

2. Other charges

2.1 Studio hire for video shooting: \$1000 per hour

Shooting activity must be confined to the studio. If you want to shoot outside the studio, like corridor, staircase, entrance hall or any public area in the Centre, an extra fee of \$700/hour will be charged.

2.2 Piano rental: \$20 per hour

2.3 Curtain to cover the mirror (applicable for studio 3 & 6): \$60 per hour

### **Remarks:**

1. Over 15 minutes of the use of the studio will be counted as one hour.
2. 40% discount will be offered to full time students, CCDC Dance Centre staff, instructors as well as non-profit making organizations(only applicable for studio rental).
3. Please pay at the office before entering the studio.

(11/06)