

Y Theatre, Y Platform, Y Studio &  
Multi-purpose Area

## Scale of Hire Charges

Basic Charges & Miscellaneous

Services Charges for Short-lease Facilities

Version 2021.04.01

## Youth Square Scale of Hire Charges

<u>Contents</u>	<u>Page No.</u>
<b>Major Facilities:</b>	
Y Theatre	3
Y Platform	9
Y Studio	11
<b>Multi-purpose Area (2/F):</b>	
2/F Exhibition Area	15
<b>Multi-purpose Area (5/F):</b>	
Piano Rooms	15
Interest Group Room	15
Creative Studio	16
5/F Exhibition Area	16
Interest Group Art Work Display Area	16
<b>Multi-purpose Area (6/F):</b>	
Dance Studio	17
Dance Room	18
Music Studio	18
D.I.Y. Studio	18
Multi-Purpose Rooms	19
Interest Group Art Work Display Area	19
<b>Miscellaneous Charges</b>	<b>20</b>

## Major Facilities

### Y Theatre

Y Theatre is located on the LG1/F & LG2/F of the Main Block, with a total capacity of 643 persons for both stall and balcony floor. Versatility is the main focus in designing the stage. With its "Flexible space" design, the stage can be adjusted to suit each performance's needs. The fully extended stage can accommodate a full orchestra, opening Y Theatre to a much wider variety of possibilities. The fully equipped stage lighting, sound system and Audio/Video facilities can maximize the full potential in youth's drama, dance, musical and orchestral performances, and even motion picture display. (Please refer to Annex 1 - Y Theatre Seating Plan)

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization or Government Sector
<ul style="list-style-type: none"> <li>■ Performances, functions and activities considered appropriate by Youth Square, and activities of any kind carried out after 6:00 p.m.</li> <li>■ 643 seats</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each performance / function with the services listed in <u>schedule A</u> for a period not exceeding 4 hours or part thereof during sessions 9:00 a.m.-1:00 p.m. or 2:00 p.m.-6:00 p.m. or 7:00 p.m. - 11:00 p.m.</li> </ul>	8,750	6,670
	<ul style="list-style-type: none"> <li>■ Charge for each half-hour or part thereof in excess of a 4-hour session</li> </ul>	1,090	835
	<ul style="list-style-type: none"> <li>■ Charge for use / occupation of the facility for materials storage, move-in or move-out on the date of booking prior to the performance with the services listed in <u>schedule C</u></li> </ul>		
	<ul style="list-style-type: none"> <li>■ During sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.-6:00 p.m.</li> </ul>	965	735
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	240	185
	<ul style="list-style-type: none"> <li>■ Charge for use / occupation of the facility for materials storage, move-in or move-out, immediately after the date of booking with the services listed in <u>schedule C</u> for a period not exceeding 4 hours during 9:00 a.m.- 1:00 p.m.</li> </ul>	965	735
<ul style="list-style-type: none"> <li>■ Charge for use / occupation of the facility for materials storage, move-in or move-out, with the services listed in <u>schedule C</u> during the hours from mid-night to 8:00 a.m.</li> </ul>	4,345	3,360	

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization or Government Sector
<ul style="list-style-type: none"> <li>■ Rehearsals without audience during the hours 9:00 a.m. to 6:00 p.m. only</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge with the services listed in <u>schedule B</u> for a period not exceeding 4 hours during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m.</li> </ul>	3,960	2,990
	<ul style="list-style-type: none"> <li>■ Charge for each half-hour or part thereof in excess of a 4-hour session</li> </ul>	495	375
	<ul style="list-style-type: none"> <li>■ Charge for use / occupation of the facility for materials storage, move-in or move-out prior to the rehearsals for a period not exceeding 4 hours</li> </ul>	965	735
<ul style="list-style-type: none"> <li>■ Meetings, seminars, conferences and school functions without performances (during the hours 9:00 a.m. to 6:00 p.m. only)</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each function with the services listed in <u>schedule A1</u> for a period not exceeding 4 hours during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m.</li> </ul>	4,880	3,730
	<ul style="list-style-type: none"> <li>■ Charge for each half-hour or part thereof in excess of a 4-hour session</li> </ul>	610	465
<ul style="list-style-type: none"> <li>■ Film shows (with DVD player provided at the venue)</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each film show with the services listed in <u>schedule D</u> for a period not exceeding 2.5 hours</li> <li>■ Multi-media Projector (20,000 lumens) provided</li> </ul>	6,550	4,990
	<ul style="list-style-type: none"> <li>■ Charge for each half-hour or part thereof in excess of the 2.5-hour session</li> </ul>	1,310	1,000

Services Schedules	Particulars	Rental charges include the following basic facilities and equipment
Schedule A	<p><b>For performance:</b></p> <p>Air-conditioning, stage lighting, the use of furniture as provided, stage and electrical equipment as installed, sound system (other than simultaneous interpretation equipment and broadcast or basic recording services), basic ushering service, service from technicians as necessary, and the use of dressing rooms.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> <li>■ Dance floor mat (Applied for dance performance only, except dance shoes with metal heel plate or sharp object)</li> <li>■ 6' x 8' / 10.5' x 14' projection screen (Multi-media projector subject to extra charges)</li> </ul> <p>Sound Facilities:</p> <ul style="list-style-type: none"> <li>■ 8 wireless mic, 8 cable mic (Additional mic subject to extra charges), playback</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ 1 follow-spot (Extra charge required if more than 1), all pre-rigged 4 color lights, cyclorama lights, 1 smoke machine (Extra charge required if more than 1)</li> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ Cage lift (For loading)</li> <li>■ 2 dressing rooms accommodate around 20 persons for each room and 1 press room</li> </ul> <p>Music Instrument:</p> <ul style="list-style-type: none"> <li>■ Upright piano, music stands, musicians' chairs, choir risers, conductor's podium</li> </ul> <p>Other Facilities:</p> <ul style="list-style-type: none"> <li>■ 12 pcs of modular platform - 4'(W) x 6'(L) x 8"(H) (Extra charge required if more than 12 pcs)</li> <li>■ Podium, judge tables</li> </ul>
Schedule A1	<p><b>For meetings, seminars, conferences and school functions without performances:</b></p> <p>Air-conditioning, general lighting, the use of furniture as provided, stage and electrical equipment as installed, sound system other than simultaneous interpretation equipment and broadcast or basic recording services, basic ushering service, service from technicians as necessary, and the use of dressing rooms.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> <li>■ 6' x 8' / 10.5' x 14' projection screen (Multi-media projector subject to extra charges)</li> </ul> <p>Sound Facilities:</p> <ul style="list-style-type: none"> <li>■ 8 wireless mic, 8 cable mic (Additional mic subject to extra charges), playback</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ 1 follow-spot (Extra charge required if more than 1)</li> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ Cage lift (For loading)</li> <li>■ 2 dressing rooms accommodate around 20 persons for each room and 1 press room</li> </ul> <p>Other Facilities:</p> <ul style="list-style-type: none"> <li>■ 12 pcs of modular platform - 4'(W) x 6'(L) x 8"(H) (Extra charge required if more than 12 pcs)</li> <li>■ Podium, judge tables</li> </ul>

Services Schedules	Particulars	Rental charges include the following basic facilities and equipment
Schedule B	<p><b>For rehearsal:</b> Air-conditioning, stage lighting, the use of furniture as provided, stage and electrical equipment as installed, sound system other than simultaneous interpretation equipment and broadcast or basic recording services, service from technicians as necessary, and the use of dressing rooms.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> <li>■ Dance floor mat (Applied for dance performance only, except dance shoes with metal heel plate or sharp object)</li> <li>■ 6' x 8' / 10.5' x 14' projection screen (Multi-media projector subject to extra charges)</li> </ul> <p>Sound Facilities:</p> <ul style="list-style-type: none"> <li>■ 8 wireless mic, 8 cable mic (Additional mic subject to extra charges), playback</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ 1 follow-spot (Extra charge required if more than 1), all pre-rigged 4 color lights, cyclorama lights, 1 smoke machine (Extra charge required if more than 1)</li> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ Cage lift (For loading)</li> <li>■ 2 dressing rooms accommodate around 20 persons for each room and 1 press room</li> </ul> <p>Music Instrument:</p> <ul style="list-style-type: none"> <li>■ Upright piano, music stands, musicians' chairs, choir risers, conductor's podium</li> </ul> <p>Other Facilities:</p> <ul style="list-style-type: none"> <li>■ 12 pcs of modular platform - 4'(W) x 6'(L) x 8"(H) (Extra charge required if more than 12 pcs)</li> <li>■ Podium, judge tables</li> </ul>
Schedule C	<p><b>For occupation / move-in / move-out</b> Air-conditioning and working light for stage, and the use of dressing rooms.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ Cage lift (For loading)</li> <li>■ 2 dressing rooms accommodate around 20 persons for each room and 1 press room</li> </ul>
Schedule D	<p><b>For film show:</b> Air-conditioning, the use of the multi-media projector and basic ushering service.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Movie screen</li> </ul> <p>Sound Facilities:</p> <ul style="list-style-type: none"> <li>■ 8 wireless mic, 8 cable mic (Additional mic subject to extra charges), playback</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ Multi-media projector (20,000 lumens)</li> <li>■ DVD player</li> <li>■ Cage lift (For loading)</li> <li>■ 2 dressing rooms accommodate around 20 persons for each room and 1 press room.</li> </ul> <p>Other Facilities:</p> <ul style="list-style-type: none"> <li>■ Podium, judge tables</li> </ul>

Remarks: Additional booking of 8:30 a.m. - 9:00 a.m. is for occupation or rehearsal only.

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### Miscellaneous Charges (1)

Code	Service	Charges (HK\$)
		One-time charge
1	Orchestra Pit & Gala	3,500
2	Removal of seats rows A-E	1,000
3	Acoustic Shell (without hanging bars and drapery. Provide basic lighting only)	3,000
4	Additional Modular Stage Platform (4'(W) x 6'(L) x 8"(H), each with skirting, charge per piece)	125
5	Steinway Concert Grand Piano Fee included one-time piano tuning (For 9:00 a.m.- 5:00 p.m., Monday to Saturday, excluded Sunday and Public Holiday)	1,500 (per day per event)
6	Additional Grand Piano tuning (For 9:00 a.m. - 5:00 p.m., Monday to Saturday, excluded Sunday and Public Holiday)	800 (per tuning)
7	Additional Grand Piano tuning (For 8:30 a.m. - 9:00a.m. & 5:00 p.m. - 9:00 p.m., Monday to Saturday, and 8:30 a.m. - 09:00 p.m., Sunday and Public Holiday)	1,200 (per tuning)
8	Sales counter space at entrance per event (for sale of souvenir items & house programmes associated with the event)	320 (per event)
9	Additional Smoke Machine	200 (per day per event)

## Miscellaneous Charges (2)

Code	Service	Charges (HK\$)	
		Per 4-hour Session	Per additional half hour
10	Additional follow-spot	250	32
11	Effect Projector (for graphic and light)	500	65
12	Multi-media Projector (20,000 lumens)	412	52
13	Additional Condenser Mic	100	25
14	Additional Wireless Handheld Mic	50	10
15	Additional Wireless Headset Mic	60	15
16	Additional Wireless Clip Mic	50	10
17	Recording with fixed position camera	1,000	125
18	Provision of sound feed for recording / filming of each function (recording device / filming equipment / technician to be provided by hirers) or;  Audio recording to be conducted by venue's technician per function, with hirer's own USB storage or CD (Mono output, for basic archival purpose only. Venue's technician is not responsible for sound mixing of the audio recording.)	600	75
19	Rights fee for each telecast / broadcasting / filming / video recording / audio recording of each function other than for archival/educational purposes, and with hirers' own equipment and technician	1,500	375
20	Location Filming / Telecast of each function during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m. for commercial purposes	Basic charge plus charges as stipulated by the Government Property Agency	
21	Simultaneous Interpretation System (Maximum 2 channels and 50 sets of receiver with headset)	5,000	625
22	Recording Room	1,500	190



## Y Platform

Y Platform has a total area of 1,000m<sup>2</sup> and headroom of 8m. Neighbouring shopping mall is linked to the platform making it a perfect venue for youth to share their work with the public. All floors are connected through a gently inclined walkway, where visitors can enjoy the full view of the exhibition to explore more interesting events on the upper floors. In addition, the platform is equipped with hanging glass panels that can serve as projection screens, making the exhibition more versatile and colourful during public promotion. (Please refer to Annex 2 - Y Platform Floor Plan)

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization or Government Sector
Exhibition			
<ul style="list-style-type: none"> <li>■ Exhibition</li> <li> <ul style="list-style-type: none"> <li>■ Whole Area (Zone A - E): around 1,000m<sup>2</sup></li> <li>■ Zone A : 132m<sup>2</sup></li> <li>■ Zone B : 45m<sup>2</sup></li> <li>■ Zone C : 181m<sup>2</sup></li> <li>■ Zone D : 443m<sup>2</sup></li> <li>■ Zone E : 82m<sup>2</sup></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for a full day from 9:00 a.m. - 8:00 p.m.</li> </ul>	Whole Area : 15,450 Zone A : 1,947 Zone B : 453 Zone C : 3,234 Zone D : 7,972 Zone E : 2,719	Whole Area : 4,635 Zone A : 584 Zone B : 136 Zone C : 970 Zone D : 2,392 Zone E : 816
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of the 11-hour session</li> </ul>	Whole Area : 1,442 Zone A : 185 Zone B : 41 Zone C : 309 Zone D : 752 Zone E : 258	Whole Area : 433 Zone A : 56 Zone B : 13 Zone C : 93 Zone D : 226 Zone E : 77
<ul style="list-style-type: none"> <li>■ Charge for mounting, dismantling or extension of opening hours</li> </ul>	<ul style="list-style-type: none"> <li>■ During sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m.</li> </ul>	Whole Area : 4,120 Zone A : 525 Zone B : 124 Zone C : 865 Zone D : 2,132 Zone E : 731	Whole Area : 1,236 Zone A : 158 Zone B : 37 Zone C : 260 Zone D : 640 Zone E : 219
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 1,030 Zone A : 134 Zone B : 31 Zone C : 216 Zone D : 536 Zone E : 185	Whole Area : 309 Zone A : 40 Zone B : 10 Zone C : 65 Zone D : 161 Zone E : 56

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization or Government Sector
<b>Exhibition</b>			
<ul style="list-style-type: none"> <li>■ Performances, functions or activities considered appropriate by Youth Square</li> <li>■ Whole Area (Zone A - E): around 1,000m<sup>2</sup></li> <li>■ Zone A : 132m<sup>2</sup></li> <li>■ Zone B : 45m<sup>2</sup></li> <li>■ Zone C : 181m<sup>2</sup></li> <li>■ Zone D : 443m<sup>2</sup></li> <li>■ Zone E : 82m<sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each performance / function not exceeding 4 hours or part thereof during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m.</li> </ul>	Whole Area : 6,180 Zone A : 783 Zone B : 185 Zone C : 1,298 Zone D : 3,193 Zone E : 1,092	Whole Area : 1,854 Zone A : 235 Zone B : 56 Zone C : 389 Zone D : 958 Zone E : 328
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 1,545 Zone A : 196 Zone B : 52 Zone C : 330 Zone D : 803 Zone E : 278	Whole Area : 464 Zone A : 59 Zone B : 16 Zone C : 99 Zone D : 241 Zone E : 83
<ul style="list-style-type: none"> <li>■ Rehearsals without audience during the hours 9:00 a.m. - 6:00 p.m. only</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for a period not exceeding 4 hours during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m.</li> </ul>	Whole Area : 2,781 Zone A : 350 Zone B : 82 Zone C : 587 Zone D : 1,442 Zone E : 494	Whole Area : 834 Zone A : 105 Zone B : 25 Zone C : 176 Zone D : 433 Zone E : 148
	<ul style="list-style-type: none"> <li>■ Charge for each half-hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 350 Zone A : 52 Zone B : 11 Zone C : 82 Zone D : 185 Zone E : 62	Whole Area : 105 Zone A : 16 Zone B : 4 Zone C : 25 Zone D : 56 Zone E : 19
<ul style="list-style-type: none"> <li>■ For set-up or strike on the day of booking prior to the performance during the hours 9:00 a.m. - 6:00 p.m. only</li> </ul>	<ul style="list-style-type: none"> <li>■ During sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m.</li> </ul>	Whole Area : 680 Zone A : 93 Zone B : 21 Zone C : 155 Zone D : 381 Zone E : 134	Whole Area : 204 Zone A : 28 Zone B : 7 Zone C : 46 Zone D : 114 Zone E : 40
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 170 Zone A : 31 Zone B : 11 Zone C : 41 Zone D : 103 Zone E : 41	Whole Area : 51 Zone A : 10 Zone B : 4 Zone C : 13 Zone D : 31 Zone E : 13

### Charges for Miscellaneous Services

Code	Service	Charges (HK\$)	
		Per 4-hour Session	Per additional hour
1	Multi-media Projector (9,000 lumens)	100	25

Remarks: The multi-media projector is mounted at the ceiling of Y Platform.

## Y Studio

The Y Studio on 2/F is particularly spacious and versatile: it measures 26m long, 12m wide and 6m tall, and can fully accommodate different stage set-ups or scene settings. The hall can be transformed into a theatre that holds 300 persons, or a fully opened space can be used for rehearsals, exhibitions, etc. The size of the venue can be adjusted by using operable partition walls. (Please refer to Annex 3- Y Studio Floor Plan and Annex 4 - Y Studio Seat Plan)

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization or Government Sector
Exhibition			
<ul style="list-style-type: none"> <li>■ Exhibition               <ul style="list-style-type: none"> <li>■ Whole Area (Room1+2+3) : 325m<sup>2</sup></li> <li>■ Room 1 : around 116m<sup>2</sup></li> <li>■ Room 2: around 97m<sup>2</sup></li> <li>■ Room 3: around 112m<sup>2</sup></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each exhibition / function, including mounting, dismantling or exhibition, with the services listed in schedule D for a period not exceeding 4 hours or part thereof during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m.</li> </ul>	Whole Area : 4,990 Room 1+2 : 4,240 Room 1 or 3 : 2,750 Room 2 : 2,490	Whole Area : 3,810 Room 1+2 : 3,230 Room 1 or 3 : 2,100 Room 2 : 1,900
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 1,250 Room 1+2 : 1,060 Room 1 or 3 : 700 Room 2 : 620	Whole Area : 955 Room 1+2 : 810 Room 1 or 3 : 535 Room 2 : 480

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization or Government Sector
<b>Performance</b>			
<ul style="list-style-type: none"> <li>■ Performances, functions and activities considered appropriate by Youth Square, and activities of any kind carried out after 6:00 p.m.</li> <li>■ 325m<sup>2</sup></li> <li>■ Whole Area : 250 seats* (Retractable Seating Platform &amp; movable chairs on floor)</li> <li>■ Whole Area : around 300 seats* (Movable Chairs on floor)</li> <li>■ Room 1 : around 100 seats*</li> <li>■ Room 2 : around 80 seats*</li> <li>■ Room 3 : around 100 seats*</li> <li>■ Room 1+2 : around 180 seats*</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each performance / function with the services listed in schedule A for a period not exceeding 4 hours or part thereof during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m.</li> </ul>	Whole Area : 6,000 Room 1+2 : 4,900 Room 1 or 3 : 3,140 Room 2 : 2,790	Whole Area : 4,580 Room 1+2 : 3,740 Room 1 or 3 : 2,390 Room 2 : 2,130
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 1,500 Room 1+2 : 1,230 Room 1 or 3 : 785 Room 2 : 700	Whole Area : 1,140 Room 1+2 : 945 Room 1 or 3 : 600 Room 2 : 535
<ul style="list-style-type: none"> <li>■ Rehearsals without audience during the hours 9:00 a.m. to 6:00 p.m. only</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge with the services listed in schedule B for a period not exceeding 4 hours during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m.</li> </ul>	Whole Area : 2,670 Room 1+2 : 1,760 Room 1 or 3 : 945 Room 2 : 815	Whole Area : 2,060 Room 1+2 : 1,345 Room 1 or 3 : 725 Room 2 : 620
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 675 Room 1+2 : 440 Room 1 or 3 : 235 Room 2 : 215	Whole Area : 515 Room 1+2 : 335 Room 1 or 3 : 185 Room 2 : 165
<ul style="list-style-type: none"> <li>■ For material storage, set-up or strike on the date of booking prior to the performance</li> </ul>	<ul style="list-style-type: none"> <li>■ During sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. with the services listed in schedule C</li> </ul>	Whole Area : 660 Room 1+2 : 440 Room 1 or 3 : 240 Room 2 : 200	Whole Area : 505 Room 1+2 : 335 Room 1 or 3 : 185 Room 2 : 150
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> </ul>	Whole Area : 165 Room 1+2 : 110 Room 1 or 3 : 60 Room 2 : 50	Whole Area : 125 Room 1+2 : 85 Room 1 or 3 : 45 Room 2 : 35

\* For reference only and subject to seating arrangement and operational requirement.

Remarks: Lighting Control Room is located in Room 1 which should be hired if stage lighting is required.

Services Schedules	Particulars	Rental charges include the following basic facilities and equipment
<b>Schedule A</b>	<p><b>For performance:</b></p> <p>Air-conditioning, stage lighting, the use of furniture as provided, stage and electrical equipment as installed, sound system (other than simultaneous interpretation equipment and broadcast or basic recording services), basic ushering service, service from technicians as necessary, and the use of dressing rooms.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> <li>■ 12 pcs of modular platform - 4'(W) x 6'(L) x 16/24"(H) (Extra charge required if more than 12 pcs)</li> <li>■ 6' x 8' / 10.5' x 14' projection screen (Multi-media projector subject to extra charges)</li> </ul> <p>Sound Facilities:</p> <ul style="list-style-type: none"> <li>■ 4 wireless mic, 5 cable mic (Additional mic subject to extra charges), playback</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ Stage lighting (Free of charge for the first 4 hours set up. Extra charge is required for set up exceeding 4 hours)</li> <li>■ 2 smoke machines (Extra charge required if more than 2)</li> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ 2 dressing rooms for around 20 persons for each room</li> <li>■ Rehearsal area</li> <li>■ Exhibition panels (Max. 2 for reception)</li> </ul> <p>Music Instrument:</p> <ul style="list-style-type: none"> <li>■ Upright piano, music stands, musicians' chairs, choir risers</li> </ul> <p>Other Facilities:</p> <ul style="list-style-type: none"> <li>■ Podium</li> </ul>
<b>Schedule B</b>	<p><b>For rehearsal:</b></p> <p>Air-conditioning, stage lighting, the use of furniture as provided, stage and electrical equipment as installed, sound system other than simultaneous interpretation equipment and broadcast or basic recording services, service from technicians as necessary, and the use of dressing rooms.</p>	<p>Stage Facilities:</p> <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> <li>■ 12 pcs of modular platform - 4'(W) x 6'(L) x 16/24"(H) (extra charge required if more than 12 pcs)</li> <li>■ 6' x 8' / 10.5' x 14' projection screen (Multi-media projector subject to extra charges)</li> </ul> <p>Sound Facilities:</p> <ul style="list-style-type: none"> <li>■ 4 wireless mic, 5 cable mic (Additional mic subject to extra charges), playback</li> </ul> <p>Lighting Facilities:</p> <ul style="list-style-type: none"> <li>■ Stage lighting (Free of charge for the first 4 hours set up. Extra charge is required for set up exceeding 4 hours)</li> <li>■ 2 smoke machines (Extra charge required if more than 2)</li> <li>■ House lighting system</li> </ul> <p>Facilities Provision:</p> <ul style="list-style-type: none"> <li>■ 2 dressing rooms for around 20 persons for each room</li> <li>■ Rehearsal area</li> <li>■ Exhibition panels (Max.2 for reception)</li> </ul> <p>Music Instrument:</p> <ul style="list-style-type: none"> <li>■ Upright piano, music stands, musicians' chairs, choir risers</li> </ul> <p>Other Facilities:</p> <ul style="list-style-type: none"> <li>■ Podium</li> </ul>

Services Schedules	Particulars	Rental charges include the following basic facilities and equipment
<b>Schedule C</b>	<b>For occupation / move-in / move-out:</b> Air-conditioning and working light for stage, and the use of dressing rooms.	Stage Facilities: <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> </ul> Lighting Facilities: <ul style="list-style-type: none"> <li>■ House lighting system</li> </ul> Facilities Provision: <ul style="list-style-type: none"> <li>■ 2 dressing rooms for around 20 persons for each room</li> <li>■ Rehearsal area</li> <li>■ Exhibition panels (Max. 2 for reception)</li> </ul>
<b>Schedule D</b>	<b>For exhibition:</b> Air-conditioning, general lighting, exhibition panels (max.60), the use of furniture as provided, stage and electrical equipment as installed, sound system (other than simultaneous interpretation equipment and broadcast or recording services), basic ushering service, service from technicians as necessary, and the use of dressing rooms.	Stage Facilities: <ul style="list-style-type: none"> <li>■ Preset Proscenium (Cyclorama)</li> <li>■ 12 pcs of modular platform - 4'(W) x 6'(L) x 16/24"(H) (Extra charge required if more than 12 pcs)</li> <li>■ 6' x 8' / 10.5' x 14' projection screen (Multi-media projector subject to extra charges)</li> </ul> Sound Facilities: <ul style="list-style-type: none"> <li>■ 4 wireless mic, 5 cable mic (Additional mic subject to extra charges), playback</li> </ul> Lighting Facilities: <ul style="list-style-type: none"> <li>■ House lighting system</li> </ul> Facilities Provision: <ul style="list-style-type: none"> <li>■ 2 dressing rooms for around 20 persons for each room</li> <li>■ Exhibition panels (Max.60)</li> </ul>

Remarks: Additional booking of 8:00 a.m. - 9:00 a.m. is for occupation or rehearsal only.

### Miscellaneous Charges

Code	Service	Charges (HK\$)	
		Per 4-hour Session	Per additional hour
1	Follow-spot (Charge per nos, max 2 nos.)	250	63
2	Stage Lighting (Charge for additional set-up period)	2,000	500
3	Multi-media Projector (10,000 lumens)	412	103
Code	Service	Charges (HK\$)	
		One-time charge	
4	Additional Modular Stage Platform (4'(W) x 6'(L) x 16/24"(H) , charge per piece)	125	
5	Dance Floor Mat (2 x 15m each, max 5 pcs. Applied for dance performance only, except dance shoes with metal heel plate or sharp object)	1,400 (5 pcs)	
6	Use of Retractable Seating Platform (112 seats)	600	
7	Removal of Retractable Seating Platform and open up the Foyer	800	

管理及營運 Managed and Operated By

 **新世界設施管理有限公司**  
New World Facilities Management Company Limited

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## Multi-purpose Area (2/F) (Please refer to Annex 5 - 2/F Exhibition Area Floor Plan)

### 2/F Exhibition Area

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Exhibition

Other Functions: Youth development activities or activities considered appropriate by Youth Square

■ 18m <sup>2</sup>	■ Daily charge (from 9:00 a.m. - 11:00 p.m.)	163		130	
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Remarks: Audio system is not recommended

## Multi-purpose Area (5/F) (Please refer to Annex 6 - 5/F Multi-purpose Area Floor Plan)

### Piano Rooms (3 Rooms)

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Piano activities

Secondary Function: Music activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

■ Room 1: 7.6 m <sup>2</sup>	■ Basic charge for each hour ■ Facility : upright piano	29	16	17	12
■ Room 2: 7.4 m <sup>2</sup>					
■ Room 3: 8.3 m <sup>2</sup>					
■ Capacity: 3 persons <sup>#</sup>					

### Interest Group Room

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Interest group activities

Secondary Function: Art and cultural activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

■ 18.2m <sup>2</sup>	■ Basic charge for each hour	38	19	29	19
■ Capacity: around 10 persons <sup>#</sup>					

\* Applicable on the date of application form together with the required documents duly received at Youth Square

# For reference only and subject to seating arrangement and operational requirement.

## Creative Studio

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Photographic activities

Secondary Function: Art and cultural activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

■ 39.8 m <sup>2</sup>	<ul style="list-style-type: none"> <li>■ Basic charge for each hour</li> <li>■ Facilities: tripod, soft box, flash light, background paper, and dressing area</li> </ul>	154	78	87	55
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## 5/F Exhibition Area

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Exhibition

Other Functions: Youth development activities or activities considered appropriate by Youth Square

■ 81.9m <sup>2</sup>	<ul style="list-style-type: none"> <li>■ Daily charge (from 9:00 a.m. - 11:00 p.m.)</li> </ul>	649		519	
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Remarks: Audio system is not recommended

## Interest Group Art Work Display Area

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function Interest group work display

Other Functions: Youth development activities or activities considered appropriate by Youth Square

■ 19.5m <sup>2</sup>	<ul style="list-style-type: none"> <li>■ Daily charge (from 9:00 a.m. - 11:00 p.m.)</li> </ul>	163		130	
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Remarks: Audio system is not recommended

\* Applicable on the date of application form together with the required documents duly received at Youth Square



## Multi-purpose Area (6/F) (Please refer to Annex 7 - 6/F Multi-purpose Area Floor Plan)

### Dance Studio

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Dance activities

Secondary Function: Music activities

Other Functions : Youth development activities or activities considered appropriate by Youth Square

<ul style="list-style-type: none"> <li>■ Performances, seminars or activities with audiences</li> <li>■ 190 m<sup>2</sup></li> <li>■ Capacity: around 100 persons<sup>#</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each performance or function not exceeding 4 hours or part thereof during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m.</li> </ul>	3,244	1,624	2,596	1,624
	<ul style="list-style-type: none"> <li>■ Charge for each hour or part thereof in excess of a 4-hour session</li> <li>■ Facilities: dance bars, sprung floor, mirrored walls (one side is movable), upright piano, male and female changing rooms and dressing rooms</li> </ul>	811	406	649	406
<ul style="list-style-type: none"> <li>■ Rehearsals/ Practice without audience</li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for a period not exceeding 1 hour during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m.</li> </ul>	811	406	649	406

\* Applicable on the date of application form together with the required documents duly received at Youth Square

# For reference only and subject to seating arrangement and operational requirement.

### Miscellaneous Charges

Code	Service	Charges (HK\$)
		One-time charge
1	Dance Floor Mat (2 x 15m each, max 4 pcs. Applied for dance event only, except dance shoes with metal heel plate or sharp object)	1,400 (4pcs)

## Dance Room

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Dance activities

Secondary Function: Music activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

<ul style="list-style-type: none"> <li>■ 110m<sup>2</sup></li> <li>■ Capacity: around 60 persons<sup>#</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each hour</li> <li>■ Facilities: mirrored walls and dance bars</li> </ul>	252	126	142	88
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## Music Studio

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Band activities

Secondary Function: Music activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

<ul style="list-style-type: none"> <li>■ 91.2m<sup>2</sup></li> <li>■ Capacity: around 30 persons<sup>#</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each hour</li> <li>■ Facilities: lead guitar, bass guitar, amplifiers, keyboard, drum set, mixer and speaker</li> </ul>	218	110	123	78
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## D.I.Y. Studio

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Handicraft activities

Secondary Function: Design activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

<ul style="list-style-type: none"> <li>■ 33.4m<sup>2</sup></li> <li>■ Capacity: around 16 persons<sup>#</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each hour</li> <li>■ Facilities: Basic handicraft materials and design equipment</li> </ul>	82	41	65	41
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\* Applicable on the date of application form together with the required documents duly received at Youth Square

# For reference only and subject to seating arrangement and operational requirement

## Multi-Purpose Rooms (MPR) (4 Rooms)

Purpose	Service	Charges (HK\$)			
		Commercial or Individual Hirer		Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*	
		Prime time	Non-prime time	Prime time	Non-prime time

Core Function: Meeting

Secondary Function: Art and cultural activities

Other Functions: Youth development activities or activities considered appropriate by Youth Square

<ul style="list-style-type: none"> <li>■ Room 602: 25.7m<sup>2</sup></li> <li>■ Capacity: around 18 persons<sup>#</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each hour</li> </ul>	57	29	46	29
<ul style="list-style-type: none"> <li>■ Room 606: 64.8 m<sup>2</sup></li> <li>■ Room 607: 61.8 m<sup>2</sup></li> <li>■ Room 608: 62.9 m<sup>2</sup></li> <li>■ Capacity: around 40-50 persons<sup>#</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Basic charge for each hour</li> </ul>	151	76	121	76

## Interest Group Art Work Display Area

Purpose	Service	Charges (HK\$)	
		Commercial or Individual Hirer	Non-profit Making or Charity Organization, Government Sector or Individual Youths Aged Between 10 and 29*

Core Function: Interest group work display

Other Function: Youth development activities or activities considered appropriate by Youth Square

<ul style="list-style-type: none"> <li>■ 19.5m<sup>2</sup></li> </ul>	<ul style="list-style-type: none"> <li>■ Daily charge (from 9:00 p.m. - 11:00 p.m.)</li> </ul>	163	130
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Remarks: Audio system is not recommended

\* Applicable on the date of application form together with the required documents duly received at Youth Square

# For reference only and subject to seating arrangement and operational requirement

## Miscellaneous Charges (1)

Code	Service	Charges (HK\$)	
		Per 2-hour Session	Per additional hour
1	32 channel PA System (including mic, CD players and amplifiers)	1,500	750
2	16 channel PA System (including mic, CD players and amplifiers)	625	315
3	Multi-media Projector (4,500 Lumens) (Applicable for hiring of Major Facilities only)	625	315
	Multi-media Projector (4,500 Lumens) (Applicable for hiring of Multi-purpose Area only)	200	100
4	6'x 8' Fast Fold Screen	200	100
5	14'x10.5' Fast Fold Screen	450	225
6	84"x 84" Tripod Screen	65	35
7	DVD Player	50	25
8	CD/MP3 Player	50	25
9	Dual CD Player	115	60
10	Blue-Ray HD DVD Player	100	50
11	DVCAM Play/Rec Deck	150	75
12	Portable SD Card & CD Recorder	90	45
13	Hard Disc Recorder	115	60
14	MD Player Recorder	50	25
15	Digital Effect Processors	75	40
16	Additional Condenser Mic	150	75
17	Additional Wireless Handheld Mic	75	40
18	Additional Wireless Headset Mic	90	45
19	Additional Wireless Clip Mic	75	40
20	Document Camera	50	25
21	3D Video Projection & Preview	1,200 (4-hour session)	
22	Additional Portable Mini Speaker (Including 1 cable mic.)	150	80
23	Additional Active Speaker (1 pair)	200	100
24	Additional Floor Monitor System (1 pair)	150	75
25	42" HD Plasma TV	200	100
26	Electronic Piano	400	200
27	Laptop Computer	90	45
28	Self-operated Video Camera	300	150
29	Video Camera with Mic	1,300/day (9:00 a.m. - 6:00 p.m.)	
	Video Camera with Mic and Steady Cam System	1,800/day (9:00 a.m. - 6:00 p.m.)	
30	Modular Stage Platform (4'(W) x 6'(L) x 8"(H), each with skirting, charge per pcs)	125 (one-time charge)	

## Miscellaneous Charges (2)

Code	Service	Charges (HK\$)	
		Per 2-hour Session	Per additional hour
31	Provision of sound feed for recording / filming of each function (recording device / filming equipment / technician to be provided by hirers) / Audio recording to be conducted by venue's technician per function, with hirer's own USB storage or CD (Mono output, for basic archival purpose only. Venue's technician is not responsible for sound mixing of the audio recording.)	400	200
32	Rights fee for each telecast / broadcasting / filming / video recording / audio recording of each function other than for archival/educational purposes, and with hirers' own equipment and technician	1,500	375
33	Location Filming / Telecast of each event during sessions 9:00 a.m.- 1:00 p.m. or 2:00 p.m.- 6:00 p.m. or 7:00 p.m.- 11:00 p.m. for commercial purpose	Basic charge plus charges as stipulated by the Government Property Agency	
34	Sales counter space at entrance per event (For sale of souvenir items & house programmes associated with the event)	150 (per event)	
Code	Service	Charges (HK\$)	
		Monthly/weekly rental	
35	Lockers (Small) 0.4m(W) x 0.6m(D) x 0.4m(H)	by monthly rental: 52	
	(Medium) 1.2m(W) x 0.6m(D) x 1.4m(H)	108	
	(Large) 0.8m(W) x 0.6m(D) x 1.9m(H)	108	
	(Extra Large) 1.8m(W) x 1.1m(D) x 2.1m(H)	271	
36	A1 Advertising light box	by monthly rental: 500 (outward of the building) 250 (inward of the building)	
		by weekly rental: 125 (outward of the building) 63 (inward of the building)	
		20% discount for Non-profit making or Charity organization/ Government sector	

Note :

- (1) Rental charges cover basic equipment and services as listed in services schedule; extra charges will be required for additional equipment and services. Hirers shall arrange technical meeting with Operations Department of Youth Square and complete and return the Event Requirement Checklist at least 21 days or designated time prior to the booking date. If not, additional manpower, equipment and services will only be available subject to the resources and manpower of Youth Square.
- (2) Fixed equipment and property cannot be moved or removed from the designated locations.
- (3) Minimum 2 consecutive hours is required for booking of any facilities in Multi-purpose Area.
- (4) The rate of non-prime time is applicable for booking of 4 consecutive hours or more of the same facility in the Multi-purpose Area, except exhibition area, in the same day during 9:00 a.m. - 6:00 p.m. from Monday to Friday, except prime time period. Prime time period includes 6:00 p.m. onwards from Monday to Friday, Saturday and Sunday, summer holiday (1 July to 31 August), public holidays and public holidays' eve.
- (5) Extension of booking hours is subjected to availability of facilities and manpower and should be approved by Youth Square.
- (6) Hirers can enjoy priority and free use of the Interest Group Art Work Display Area to digitally display their finished works made in the Interest Group Room and the Multi-Purpose Rooms on 5/F or 6/F for a maximum of 7 days. Organization / Individual shall submit application to Youth Square 7 working days prior to the exhibition. Youth Square reserves the rights for final decision.
- (7) Hirers can enjoy priority and the free use of the 2/F Exhibition Area to display their finished works made in the D.I.Y. Studio for a maximum of 7 days. Youth Square reserves the rights for final decision.
- (8) Multi-purpose area hirers who book a minimum of 2 hours per week in 4 consecutive weeks, are entitled for programme leaflet or brochure display and locker rental. Youth Square reserves the rights for final decision.