

Current Rates and Options Pricing

Training Room	Max Capacity (Classroom setting)	Max Capacity (Cluster setting)	Public Rates (per hour)			Members' Rates (per hour)		
			Weekday (9am - 6pm)	Weeknight (6pm - 10pm)	Weekend Day (9am - 6pm)	Weekday (9am - 6pm)	Weeknight (6pm - 10pm)	Weekend Day (9am - 6pm)
TR1	38 pax	2 Clusters = 12 pax	\$50	\$65	\$65	\$40	\$55	\$55
TR2	50 pax	3 Clusters = 18 pax	\$55	\$70	\$70	\$45	\$60	\$60
TR3	55 pax	4 Clusters = 24 pax	\$60	\$75	\$75	\$50	\$65	\$65
TR4	46 pax	5 Clusters = 30 pax	\$55	\$70	\$70	\$45	\$60	\$60
TR5	62 pax	4 Clusters = 24 pax	\$60	\$75	\$75	\$50	\$65	\$65
TR6	66 pax	5 Clusters = 30 pax	\$65	\$80	\$80	\$55	\$70	\$70
TR7	55 pax	4 Clusters = 24 pax	\$50	\$65	\$65	\$40	\$55	\$55
TR8	34 pax	2 Clusters = 12 pax	\$50	\$65	\$65	\$40	\$55	\$55
TR9	80 pax	5 Clusters = 30 pax	\$75	\$90	\$90	\$65	\$80	\$80
Perseverance	36 pax	Nil	\$55	\$70	\$70	\$45	\$60	\$60
Determination	56 pax	5 Clusters = 30 pax	\$75	\$90	\$90	\$65	\$80	\$80
Confidence	62 pax	5 Clusters = 30 pax	\$80	\$95	\$95	\$70	\$85	\$85

Rates not inclusive of 7% GST

Room rental pricing includes:

1. LCD Projector & projector screen
2. 1x Flipchart stand & Flipchart paper
3. Whiteboard and 9 whiteboard markers
4. Speakers for multimedia presentation
5. Wireless microphone (if required)

At an additional \$2.00 per participant, per-day, we can include:

1. SHRI 300ml bottled water
2. SHRI pens
3. Tent cards

Seating Arrangements



Classroom

: Complimentary



U-shaped

: \$40 per-day



Cluster (6-8 participants per-cluster)

: \$50 per-day



Theater (tables are stored within same room)

: \$60 per-day

Theater (tables are stored in another room, subject to availability)

: \$90 per-day

Terms and Conditions for Rental of SHRI Facilities

1. Minimum booking is 3 hours

2. Seating Arrangements

All training rooms have classroom-style arrangements as the default setting

- Alternate seating arrangements can be made at an additional price - **ranging from \$40 to \$90** per arrangement, per day (this includes re-arrangement of the classroom to its default setting)
- Any modification made to the default seating arrangement, without prior notice, will have to be restored to its default setting after use. A penalty of S\$100 will be levied upon failure to do so.

3. Refund/ Cancellation Policy

Please note that all cancellations are to be made in writing to SHRI prior to the date of use. The following refund policy applies:

Notice Period

More than 14 days prior to date of rental	: Full Refund
7-13 days prior to date of rental	: 75% of total charge
4-6 days prior to the date of rental	: 50% of total charge
1-3 days prior to the date of rental	: No Refund

- If prior payment has not been made, the above charges still apply
- Postponement of bookings is subjected to the availability of rooms on the newly proposed date.
- The proposed date must be within 3 months of the initial date.
- A maximum of 1 postponement is allowed for each rental.

4. Payment

Payment is to be made before the start of rental, OR upon receipt of our invoice, whichever is earlier

5. Rental of 4 days or more

A 50% deposit of the total amount is required, 1 week upon confirmation

General Terms and Conditions

- 1. The User shall be liable for any ensuing damage resulting in the course of using the facilities (including equipment damage)**
- 2. The User shall only use audio and video media approved by the Media Development Authority of Singapore**
- 3. The User shall not hold any activity that is political or religious in nature**
- 4. The User shall ensure that rooms are kept clean and tidy at all times. Food and drinks are not to be consumed in the training rooms**
- 5. Only completed application forms will be accepted**
- 6. Please do note that SHRI Corp reserves the right to cancel, modify or postpone the booking without prior notice, whenever necessary**

**Terms and Conditions are subject to change without prior notice*