

APPLICATION FOR THE USE OF THE PREMISES OF MARINA BARRAGE

A. APPLICANT PARTICULARS – Please complete where applicable	
Name of Organisation:	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 Timing(s) 9am to 6pm / 9am to 1pm / 2pm to 6pm Outdoor Booking Timing(s) 9am to 9pm	
Event Date(s):	Set-up Venue(s) (please list):	Teardown Venue(s) (please list):
Set-up Date(s):		
Teardown Date(s):		
Payment Mode: E-payment (NETS / Credit Card [Master or Visa]) / E-Invoice (Govt Agencies only) / Bank Transfer / PayNow	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="width: 30%; margin-left: 0;"/> Signature and Name of Applicant / Date & Company Stamp	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p><u>For Official Use Only</u></p> <hr style="width: 80%; margin: 0 auto;"/> Application approved by Name & Signature/ Date </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:
 - i. PayNow to UEN No: T08GB0045L001
 - ii. Credit Card (VISA or Master Card) at this link: <https://app.pub.gov.sg/epay/Pages/default.aspx>
 - iii. For rental fees above \$5,000 and/or security deposit above \$1,000, payment can be made via interbank funds transfer for amount exceeding the limit(s) indicated above:

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

Please indicate "LOA" as the reference number in your payment to us. It may take **3 working days** to process the payment.

4. 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.
5. 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.
6. 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://www.gobusiness.gov.sg/news-and-updates/updates/eadvisor-for-events>.
7. Please read the Terms and Conditions for rental of event spaces clearly before proceeding with the application.

Indoor Spaces

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

Location	Mondays to Sundays and Public Holidays	
	HALF DAY Morning: 9am to 1pm Afternoon: 2pm to 6pm	FULL DAY 9am to 6pm
Activity Centre	S\$355	S\$660
Courtyard Room	S\$550	S\$1,020

Outdoor Spaces

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

Location	Mondays to Sundays and Public Holidays	
	FULL DAY 9am to 9pm	
Water Playground	S\$724	
Central Courtyard	S\$1,930	
Jetty Area	S\$195	
Marina Bridge	S\$1,930	
Green Roof A	S\$2,190	
Green Roof B	S\$2,190	
Green Roof C	S\$1,450	
Green Roof D	S\$2,150	
Deck A	S\$198	
Deck B	S\$270	

*Rental rates are subjected to prevailing GST charges.

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