

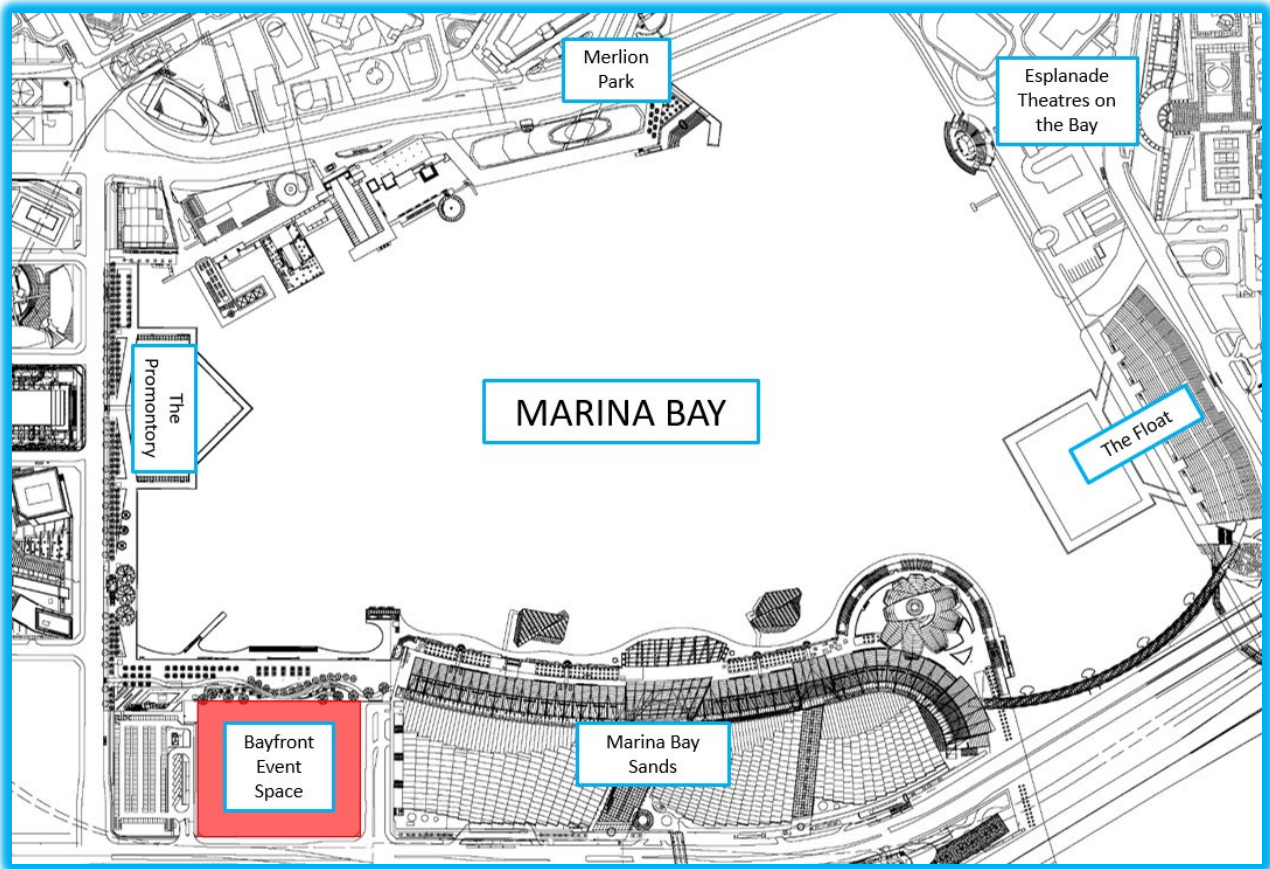
Bayfront Event Space (BES)



Rental
Information
Kit

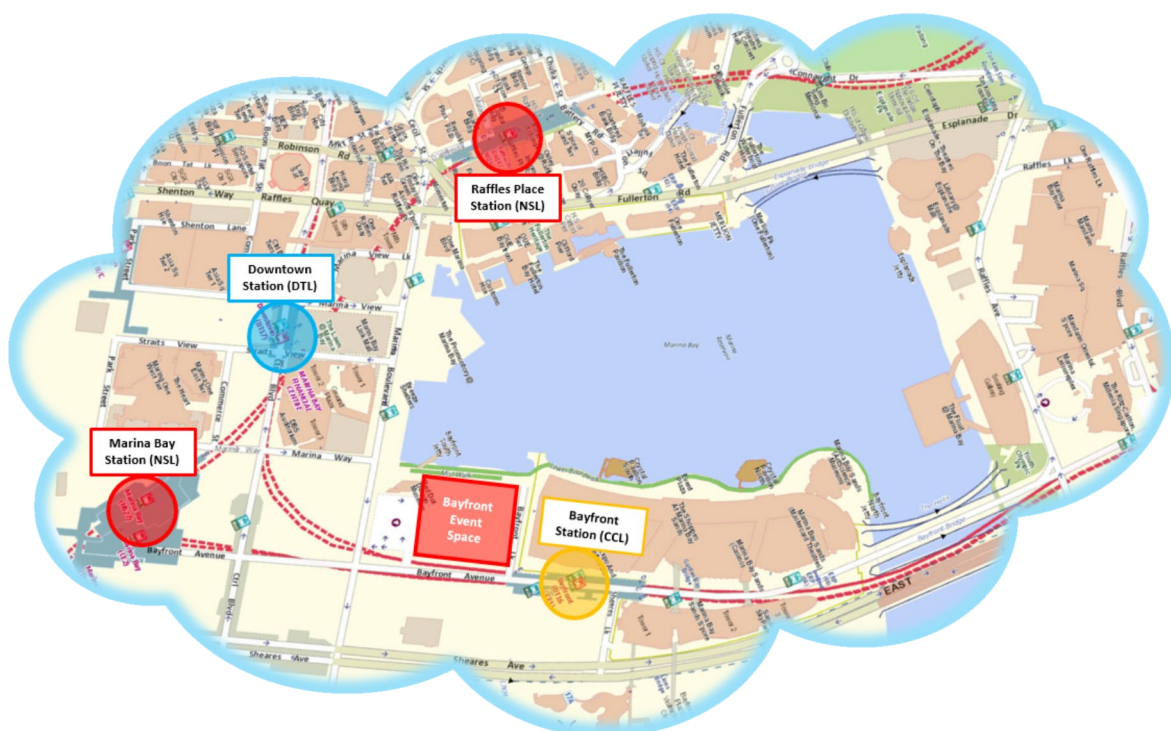
General

The Bayfront Event Space (BES) is a large hard ground event space located in Marina Bay next to the waterfront promenade and set against the beautiful skyline of Singapore's Downtown.



Accessibility

The BES is accessible by 3 different MRT lines, namely the North South Line (NSL), Downtown Line (DTL) and Circle Line (CCL). The Bayfront, Downtown, Marina Bay and Raffles Place MRT stations are the closest to the site.



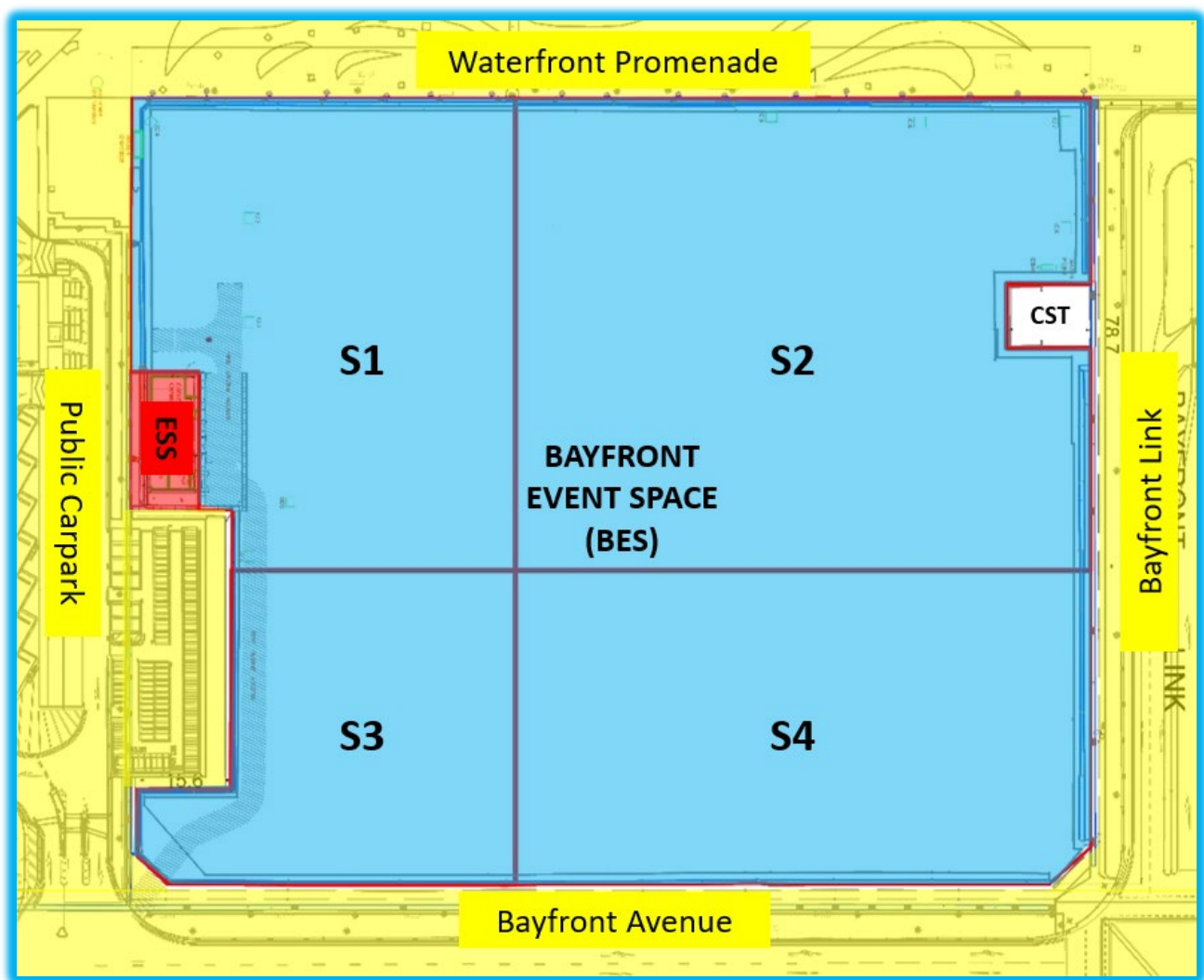
Several bus services with the nearest bus-stops that are less than 100m away complement the rapid transit service network.

There are car parks located in surrounding developments (such as Marina Bay Sands, Marina Bay Financial Centre, One Marina Boulevard), including an open public carpark next to the BES and Red Dot Design Museum.

Site information

The site is segregated into 4 sections and event organisers can choose to rent either the individual sections or a combination any of the 4 sections, except for the following:

- a. Diagonal sections for the same event during the same period (i.e. S1/S4 or S2/S3).
- b. S3 and/or S4 only.



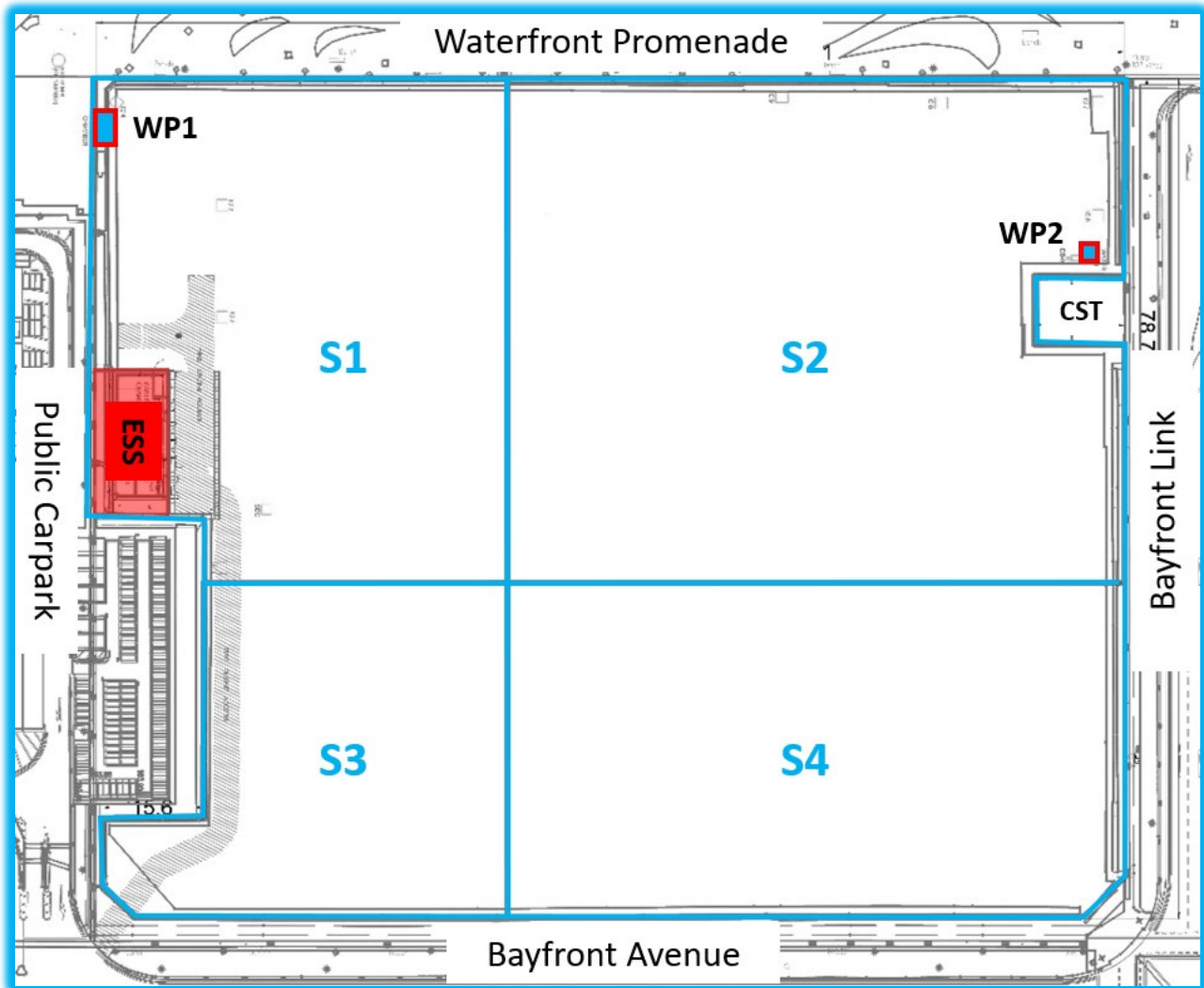
Section	Area	Section	Area
S1	4,629 m ²	S3	2,715 m ²
S2	7,417 m ²	S4	5,009 m ²
Total		19,770 m ²	

Services

1. PUB direct water supply (2 points)

WP 1 - This point is located within the water chamber and has the capacity for a 150mm diameter pipe. This can be used for supplying water to fire safety equipment like fire hydrant or for normal event consumption.

WP 2 – This point is located within S2 and beside OG Box 1. It has the capacity for a 100mm diameter pipe. This can be used to supply water for normal event consumption but not for fire safety equipment.



Note: Event organisers have to apply to PUB directly on the usage of any water point within BES. A licensed plumber would be required for the application via PUB's Corenet. For more information, you may refer their website via the QR Code below.



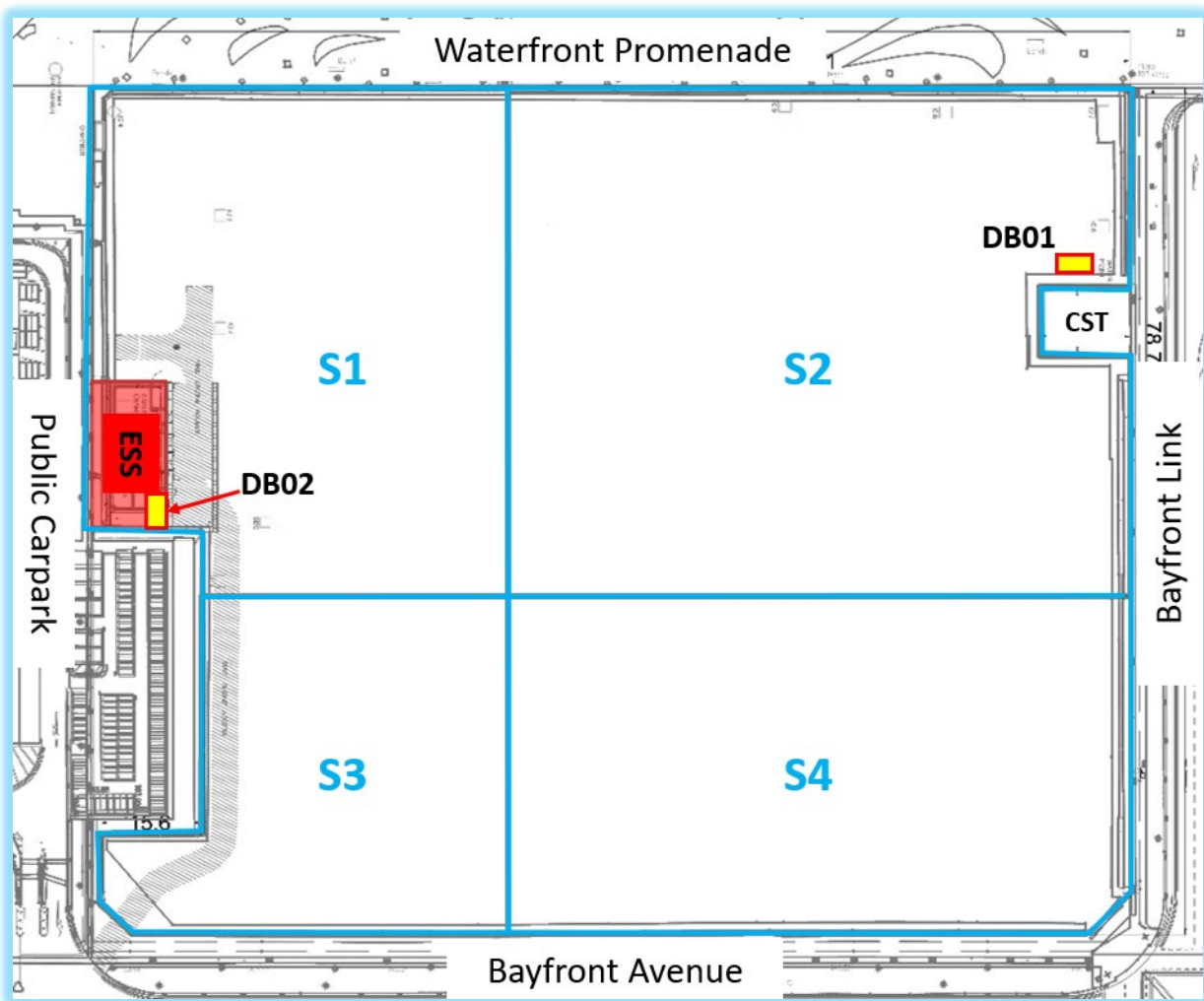
2. Electricity (2 OG Boxes)

OG Box 1 (DB01) – This box is located near to Bayfront Link and has a total power supply of 800 Ampere. The power outlets are distributed as follows:

Outlet	Phasing	Quantity
300 Amp	3 Phase	2
63 Amp	3 Phase	2

OG Box 2 (DB02) – This box is located within the Electrical Sub-Station (ESS) and has a total power supply of 800 Ampere. The power outlets are distributed as follows:

Outlet	Phasing	Quantity
300 Amp	3 Phase	1
100 Amp	3 Phase	1
63 Amp	Single	3



Note:

1. Charges are applicable for the usage of the power within BES (refer to the **Table 1**).
2. It is **compulsory** for events with 2 or more event days **and** have an approved power load (by LEW) of more than 500 KVA to tap power from the ESS.

Table 1

Type	Rate	Remarks
Appointed Licenced Electrical Worker (LEW)	Est. \$2,000 - \$4,000 per job	For the switch-on, turn-off of power supply and endorsement of the Single Line Diagram (SLD)
Power consumption	SPPG rates based on open market suppliers' category	Based on meter reading
Security deposit	Varied	Based on event duration and estimated power consumption

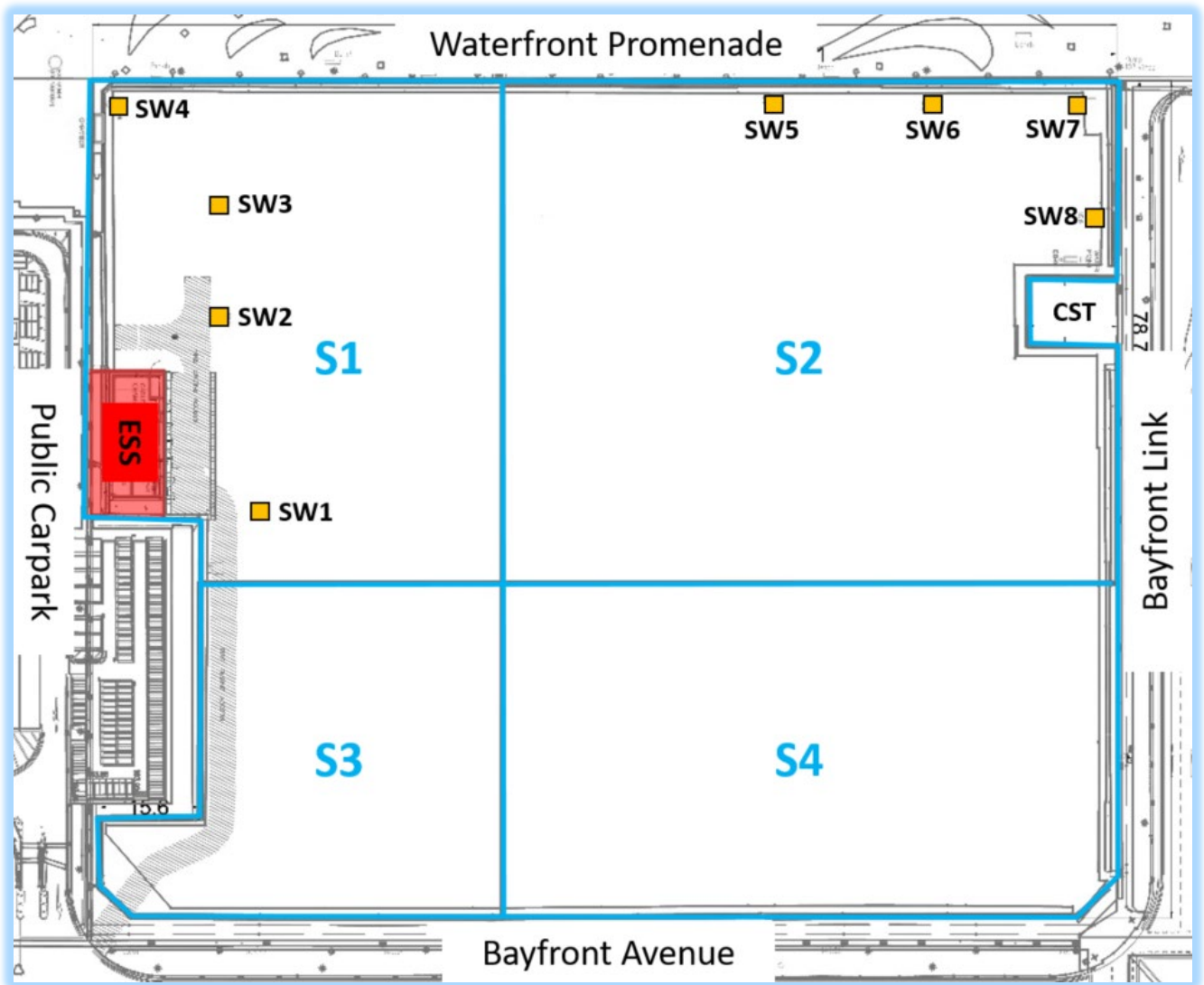
To apply for the usage of power, you will need to take the following steps:

Step 1	Confirmed with URA at least <u>1 month</u> before the commencement of the set-up for the event.
Step 2	Pay the security deposit (amount shall be informed by URA after calculation). Liaise with the appointed LEW for the power turn-on and endorsement of the SLD.
Step 3	Arrange for a joint inspection with our Managing Agent (MA) for the initial meter reading before turning on the supply (after taking over the site).

Note: In the case of power outage, **ONLY** a qualified LEW (based of EMA's regulations) engaged by the Event Organiser can do the resetting.

3. Sewerage

There are 8 sewerage points located along the perimeter of the site and these sewerage points are linked to the PUB main sewer line.



For the usage of the sewer points, Event Organisers have to apply to PUB directly. Guide to application can be found below:



4. Outdoor and Indoor Cooling with District Cooling System

The site is equipped with features that can enable cooling of the immediate surroundings using an innovative solution that takes chilled water from the nearby district cooling network to provide indoor and outdoor air conditioning for event participants.

With this cooling solution, it is not necessary to deploy mobile chillers and diesel generators for air conditioning. The set-up time can be reduced and it is not necessary to top up diesel during the event which would incur additional cost. Having a diesel tank at site, which can be a fire hazard, can also be eliminated. In addition to indoor cooling, outdoor cooling can also be deployed which is a new concept as the outdoor area can be cooled down.



With temperatures at a high of 33 degree celsius, visitors to an event can still have a more enjoyable experience with the outdoor coolers deployed. Each unit can lower surrounding temperatures to around 24 degree Celsius, much like enjoying air-conditioning outdoors. In the hot and humid climate of Singapore, this provided a huge respite for event-goers.

The cooling technique taps on the world's largest underground district cooling network, located at Marina Bay and operated by SP Group. The outdoor cooling solution delivers temperatures lower than that of cool mist discharged from ventilation fans. Air blown out is also comfortably dryer than evaporative air coolers.

SP Group's outdoor cooling solution has unlocked the potential for urban spaces in many ways. Aside from al fresco dining, visitors to the area were spotted playing outdoor games and taking naps in the hammocks provided.



Photo Credit: NDP 2018 Exco

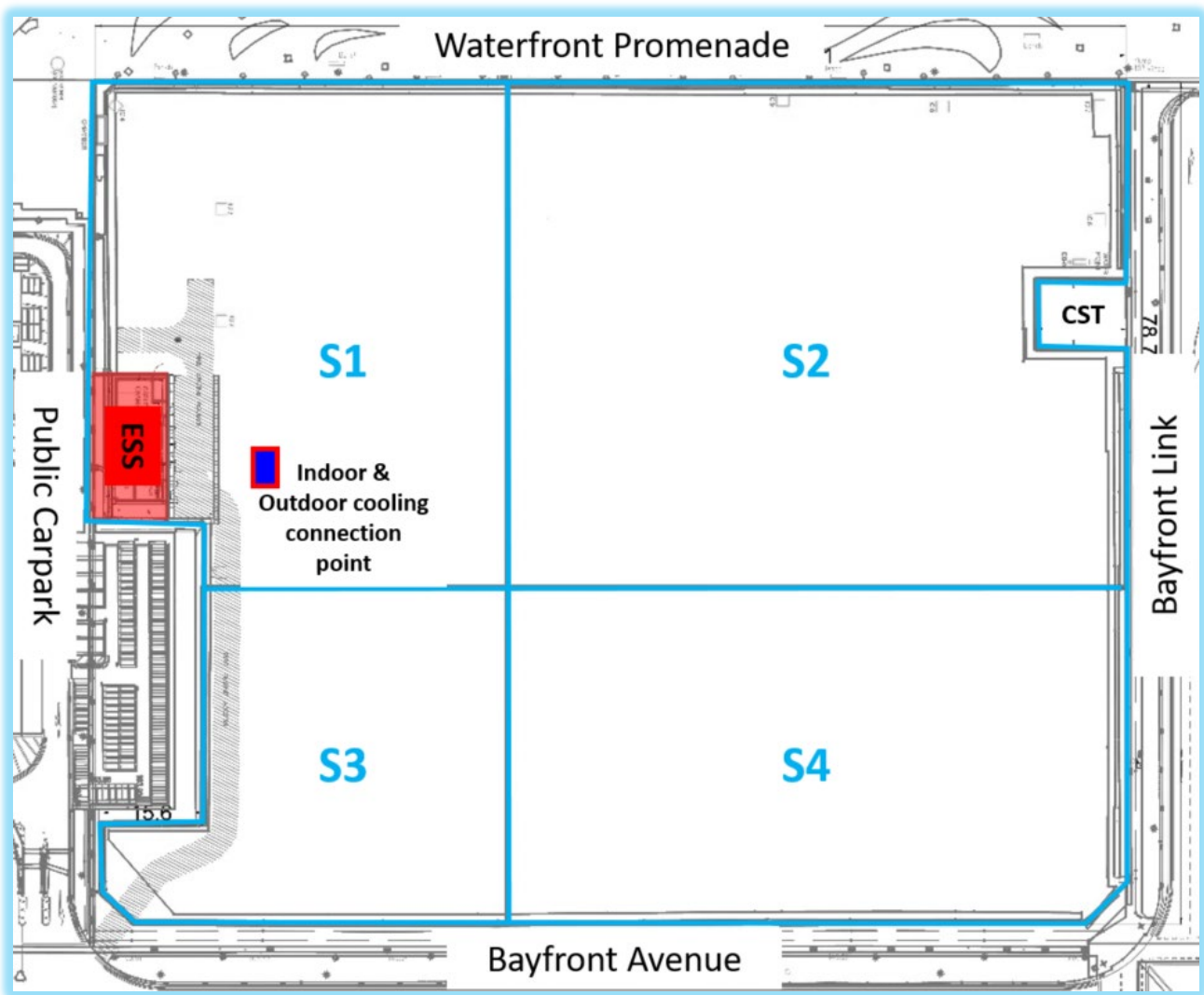
At National Day Parade 2018, powering Singapore's birthday celebrations also came with a greener outdoor cooling solution, to help spectators beat the heat.

Tapping on SP Group's district cooling network, this is an example of how spectators can enjoy the parade, performances and festivities in cool comfort outdoors, through this made-in-Singapore innovation.

District Cooling Solution

District cooling is an energy- and cost-efficient urban utility service. With attributes similar to public electricity supply, it presents an attractive value proposition to event organisers.

Two different types of district cooling water are available, namely chilled water (for indoor cooling) and outdoor water (for outdoor cooling). The location of the connection point is shown in the layout below. The connection point shall be kept clear for pipe connection.



The following table detailed the provisions available for indoor and outdoor cooling:

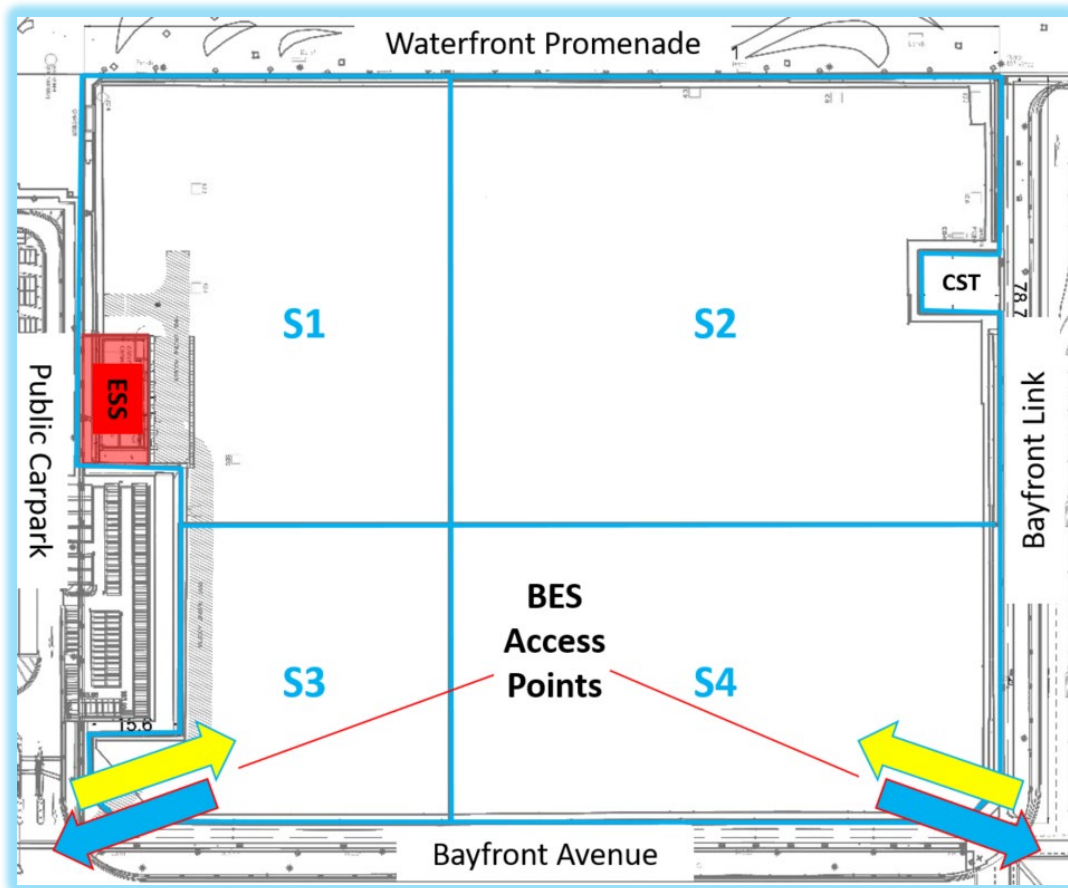
S/N	Propose	Available cooling capacity (kW _r)	Design water supply & return temperature	Estimated flow rate (litre/s)	Estimated pump head (kPa)
1.	Indoor Cooling Only	2,000	Supply: 6°C Return: 14°C	59	260
2.	Outdoor Cooling Only	490	Supply: 13.8°C Return: 23.5°C	12	260
3.	Indoor and Outdoor Cooling	Indoor: 2,000 Outdoor: 490	Refer to Item 1 & 2 above	Indoor: 59 Outdoor: 12	Refer to Item 1 & 2 above

Note: The Event Organiser may connect additional pumps in series along the distribution pipe if the pressure provided is not sufficient and for standby in case the pump provided is not in working condition.

Charges apply for the use of district cooling water, depending on specific requirements and the distribution details. Please contact districtcooling@spgroup.com.sg with the subject "Cooling for Bayfront Event Space" so that we can better understand your requirements and provide a quote.

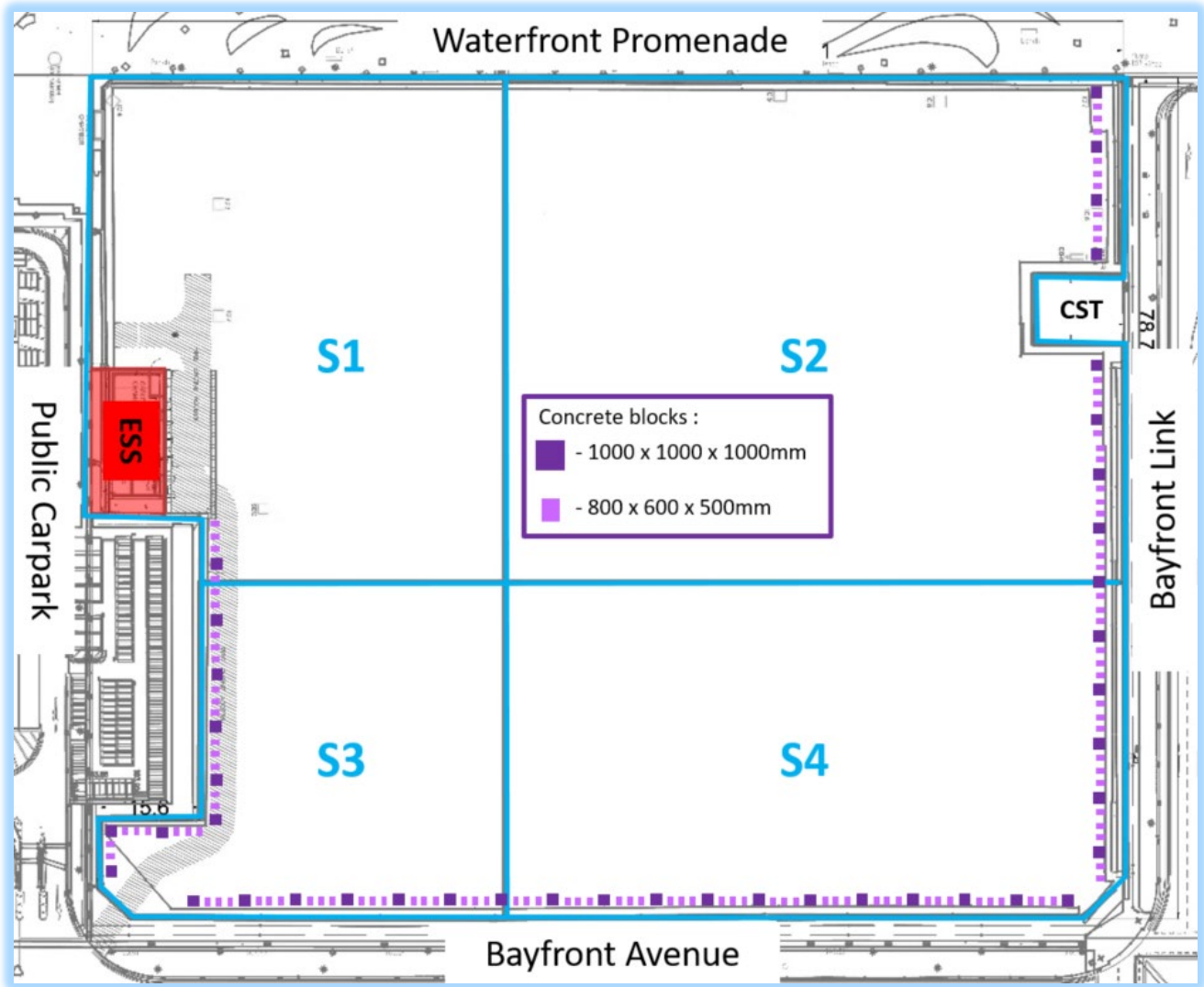
5. Access Points to Site

There are 2 vehicular access points, via Bayfront Avenue, to the site for set-up and tear-down. LTA's approval is needed for the usage of these points during the occupation period. EO would need to plan their vehicular movement plan, fire engine access and emergency vehicle route based on these 2 points. Event organisers are to ensure there is controlled access to the site for set-up and tear-down purposes. Parking of vehicles by staff and contractors are not permitted at all times throughout the occupation period. Event organisers are to coordinate with their vendors (e.g. for their F&B stalls) to unload/load their supplies immediately after entering the site and at staggered schedules such that there are minimal vehicles at every point in time. Should there be a need for any replenishment of supplies during the event duration, vendors are to use the nearby public carpark instead.



6. Hostile Vehicle Mitigation (HVM) Measures

To allow event organisers to efficiently fulfil the requirements imposed by the Singapore Police Force (SPF) with regard to HVM measures for events staged at BES, a series of concrete blocks consisting of 2 different sizes has been installed around the perimeter. Notwithstanding this, should there be other measures prescribed by SPF, event organisers will need to fulfil this at their own cost accordingly.



7. Guidelines for Set-up and Tear-down

All necessary permits have to be obtained before commencing set up. URA may request for a copy of the permits where necessary. Below is a list of common permits and licences for events.

Authority	Types of Permit (Non-exhaustive)	Purpose	Website
Singapore Police Force (SPF)	Liquor licence, Public Entertainment Licence, Police Permit	Events which require public entertainment (e.g. music, performances), collection of funds for charity and/or use of arms/explosives	https://www.police.gov.sg/e-Services/Police-Licences
Singapore Civil Defence Force (SCDF)	Temporary Change of Use (TP) permit	Events which require structural set-up (e.g. tentages, booths, sound systems)	https://www.scdf.gov.sg/home/fire-safety/permits-and-certifications/temporary-change-of-use
Singapore Food Agency (SFA)	Temporary Fair Permit	Events which will have setup of a temporary fair with stalls for sale of merchandise and/or food and beverage items, including food stalls with food and beverage preparation or handling	https://www.sfa.gov.sg/food-retail/licensing-permits/temporary-fair-permit
Building and Construction Authority (BCA)	Temporary Building Permit	Erection of outdoor multi-storey /enclosed / inflatable structures for events	https://www1.bca.gov.sg/regulatory-info/temporary-buildings-application/application-for-a-permit-to-erect-temporary-building
	Advertisement Licence	Events which will display banner, poster or backdrop on stage	https://eservices.bca.gov.sg/advertisementlicence
Infocomm Media Development Authority (IMDA)	Arts Entertainment Licence	Events which will include plays, music-and dance performances, art exhibitions, variety shows and pop/rock concerts	https://www.imda.gov.sg/regulations-and-licensing/Licensing
Composers and Authors Society of Singapore (COMPASS)	Licence for Public Performance of Musical and Lyrical works	Events which will involve a public performance of copyright musical works	http://compass.org.sg/contact-us/
Music Rights (Singapore) Public Limited (MRSS)	Public performance rights of sound recordings etc.	Events which will involve a public performance of sound recordings, films featured in music videos and karaoke videos etc.	https://www.mrss.com.sg/licence-application/
Motion Picture Licensing Company (Singapore)	Public performance rights of motion pictures and other	Events which will involve a public performance of motion pictures and other audio-visual content	https://www.mplc.sg/

Private Limited (MPLC)	audio-visual content		
Civil Aviation Authority of Singapore (CAAS)	Permits for Unmanned Aircraft (UA)	Events which will involve usage of drones	https://www.caas.gov.sg/public-passengers/unmanned-aircraft/ua-regulatory-requirements
<p>* For Events which intend to incorporate pyrotechnics (e.g. fireworks), approval will need to be acquired from SPF, CAAS, RSAF & SCDF. Please refer to this link for details - https://www.police.gov.sg/e-Services/Police-Licences/Arms-and-Explosives-Licence</p>			

Event organisers are to take note of the following:

- a. Liaise with our appointed LEW for the switching on and turning off of the power.
- b. Liaise with our Managing Agent (MA) on the taking over and handing over of the site.
- c. Carry out a pre-con survey and take note of existing site condition to prevent future dispute on liability.
- d. The loading limit of the site is 1,000 Kg/m² (10 KPa), do not go over the limit.
- e. NO private cars are allowed to park within the site throughout the occupation period.
- f. Do NOT carry out hot works without necessary safety measures in place (i.e. welding without a fire watcher).
- g. Overhanging cables above human traffic area are NOT allowed during the event.

8. Other General Guidelines

- a. Event organisers are required to commence their event after 9am and end all activities by 10.30pm in consideration of the close proximity of the site to nearby residential properties. No sound checks or amplified music are allowed before 9am and after 10.30pm.
- b. Road shows including brand/product launches, standalone displays and auctions may be supported, subject to URA's approval.
- c. Generally, event organisers have to adhere to [Guidelines for Outdoor Event Signage in Central Area](#). For all commercial brand names and logos on any setup along the perimeter of the site including banners:
 - i. If displayed together with event details as part of the same sign, commercial branding shall not form more than 50 percent of the total signage area.
 - ii. If displayed as individual signs, commercial branding signs shall not exceed 50 percent of the total number of standalone signs. Commercial branding signs can be displayed individually or in groups to alternate with the event signs.

Any proposed signs to be displayed for events at public spaces have to be submitted formally to BCA's Advertising Licensing Department for an advertisement license prior to the installation of the signs. To find out more about [BCA's submission requirements and procedures](#), you may wish to write to bca_enquiry@bca.gov.sg.

- d. Event organisers are responsible for any reinstatement works (e.g. removal of stains, patching of holes) if damages are found during the post-event inspection, at the cost of event organisers and to the satisfaction of URA or our Managing Agent. URA has the right to impose additional charges (based on setup/teardown rates) for any delay in reinstatement works.
- e. To avoid complaints, event organisers shall ensure that noise mitigating measures are in place including but not limited to the following:
 - i. Orientating the stage and speakers toward Bayfront Avenue. Please indicate in your layout plan the location of your speakers and the direction that they would be facing.
 - ii. Avoid excessive music and sound levels during the event.

Event organisers may wish to consult Singapore Police Force on public entertainment and noise management guidelines.

- f. To facilitate better communication between the community in the area and event organisers, event organisers are to send an official notification to the Managing Corporation Strata Title (MCST) management office of the properties in the vicinity regarding their event. This should be done so no later than 7 days prior to the takeover of the site. Event organisers are required to advise the management office to disseminate the information to their commercial tenants and residents prior to the event. **Please send us a copy of the acknowledgement email from the MCSTs for our record.** The sample letter of the notification as well as the list of residential stakeholders that should be contacted would be provided by URA at a later stage.

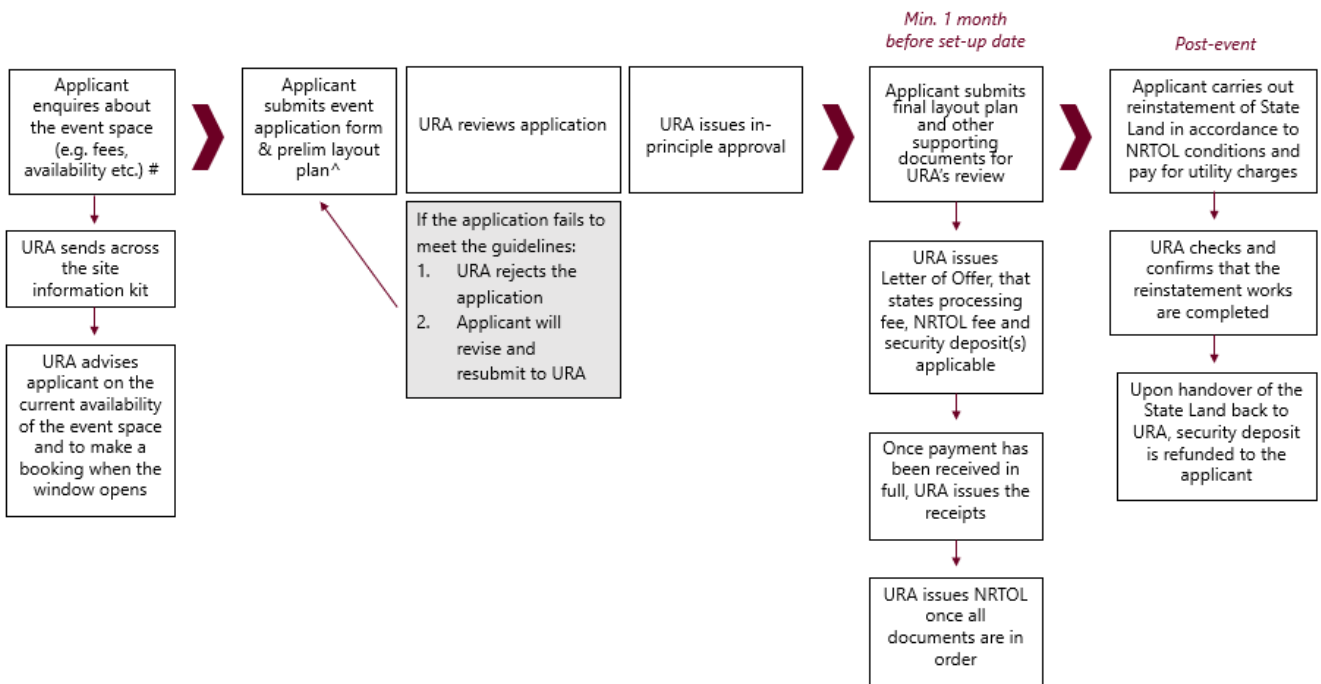
9. Rental Rates

Section	Commercial Private / Corporate Use		Commercial and Open to the Public Use	
	Event (per day)	Set up / Tear down (per day)	Event day (per day)	Set up / Tear down (per day)
Full	\$43,494.00	\$4,349.40	\$9,885.00	\$988.50
S1	\$10,183.80	\$1,018.38	\$2,314.50	\$231.50
S2	\$16,317.40	\$1,631.74	\$3,708.50	\$370.90
S3	\$5,973.00	\$597.30	\$1,357.50	\$135.80
S4	\$11,019.80	\$1,101.98	\$2,504.50	\$250.50

*Rates are subject to prevailing GST

There will also be a refundable security deposit (amount depends on extent of set-up) and one-time processing fee of \$200. Charges are only for the event space and will not include event set-up (e.g. marquees) and utilities (water points, power supply).

10. Event Application Process



Applicants can submit their enquiries to URA_marinabay_events@ura.gov.sg

^ Applications will only be accepted by URA no earlier than 6 months prior to the event move-in date.

For more information on event applications in Marina Bay, please visit <https://www.ura.gov.sg/Corporate/Get-Involved/Shape-A-Distinctive-City/Explore-Our-City/Marina-Bay/Event-Application>.

