

The Chinese University of Hong Kong
LEE HYSAN CONCERT HALL
Rental Fees for Internal and External Hirers
(Effective from 01 Jan 2018)

-----VENUE-----

Item	Internal (HKD)		External (HKD)	Remarks
	Music Dept. UGC Funded Activities	Other Depts./ Units		
Performance	Free	3,000	6,000	1. 3.5-hour session 2. Overrun charges on pro-rata basis for each 0.5 hour will be included
Recording	Free	3,000	6,000	1. 3.5-hour session 2. No professional recording staff or equipment provided 3. Overrun charges on pro-rata basis for each 0.5 hour will be included
Set up/ Move out/ Rehearsal	Free	1,500	3,000	1. 3- hour session 2. Overrun charges on pro-rata basis for each 0.5 hour will be included
Occupancy	Free	750	1,500	3-hour session

-----EXHIBITION GALLERY-----

Item	Internal (HKD)		External (HKD)	Remarks
	Music Dept. UGC Funded Activities	Other Depts./ Units		
During concert	Free	500	1,000	No food or drink allowed
4-hr session other than concert	Free	1,000	2,000	

-----FACILITIES-----

Item	Internal (HKD)		External (HKD)	Remarks
	Music Dept. UGC Funded Activities	Other Depts./ Units		
Musician chairs	Free	Free	Free	Max. 50pcs
High stool	Free	Free	Free	Max. 3pcs
Choir riser	Free	100	200	Max. 5pcs
Music stands	Free	Free	Free	Max. 50pcs
Conductor podium	Free	Free	Free	Max. 1pc
Conductor music stand	Free	Free	Free	Max. 1pc
Green Room	Free	Free	Free	Max. 2

-----SOUND-----

Item	Internal (HKD)		External (HKD)	Remarks
	Music Dept. UGC Funded Activities	Other Depts./ Units		
Microphone		Free		1. Max. 3pcs 2. Wired: 2pcs; Wireless: 1pc
Self video recording		Free		1. Video cameras should be fixed at the back of auditorium. 2. Distraction to the audience should be kept to the minimum. 3. Recording should only be for non-commercial and archival purposes. 4. No direct power is available at the auditorium.

-----INSTRUMENTS-----

Item	Internal (HKD)		External (HKD)	Remarks
	Music Dept. UGC Funded Activities	Other Depts./ Units		
Pipe organ	Free	1,000	1,500	1. Daily 2. With G.8 pipe organ qualification
Steinway grand piano (9')	Free	600	1,200	Daily; exclude tuning
Steinway grand piano (7')	Free	500	1,000	Daily; exclude tuning
Tuning of piano	Free	800	800	Subject to availability

-----ATTENDANTS-----

Item	Internal (HKD)		External (HKD)	Remarks
	Music Dept. UGC Funded Activities	Other Depts./ Units		
Technician	Free	Subject to market price		Necessary for all bookings
University staff overtime charge	Free	170/hr		To be charged if hiring hours is beyond office hours

GENERAL NOTE

1. The Hall is normally open from Monday to Saturday with sessions 9am - 1pm, 2pm - 6pm, and 7pm - 11pm.
2. Bookings on Sunday and/or a public holiday is subject to a 10% surcharge on all rates.
3. A cleaning deposit of HKD1,500 will be charged.