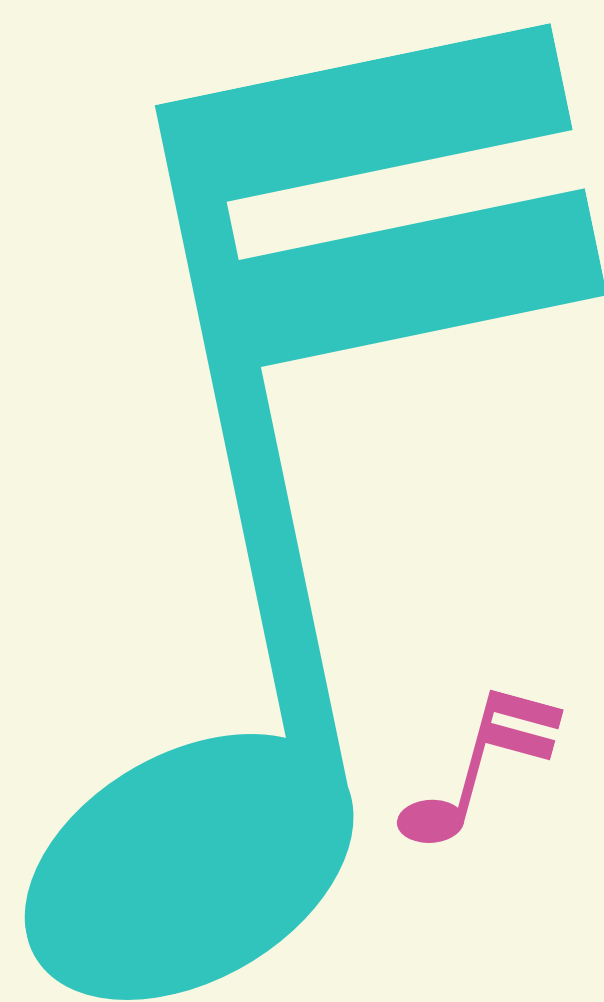


SINGAPORE YOUTH FESTIVAL 2019

Guzheng | Band | Chinese Orchestra
@ the Singapore Conference Hall

Application for Balloting of
Rehearsal Slots
from 1 Oct to 26 Oct 2018



HOW TO GET YOUR REHEARSAL SLOT



1

Submit Application
via E-mail

1 Oct - 26 Oct 2018

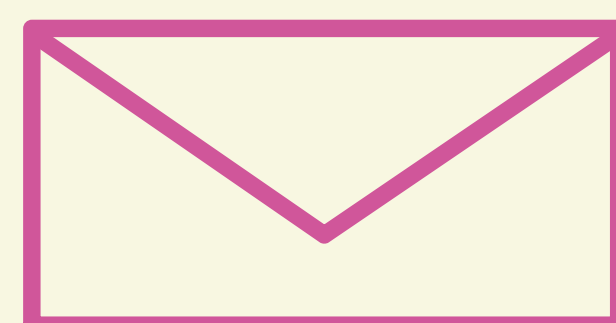
2



Internal Balloting

SCH will ballot all participating schools and allocate different appointment slots
29 Oct - 30 Oct 2018

3



Appointment
Email

You will receive an appointment Email from SCH
1 Nov - 2 Nov 2018

4



Head down to SCH to choose your rehearsal slot

Bring along the original documents as listed in the Document Check List
12 Nov - 16 Nov 2018

5



Confirmation
Email

SCH will send all school a confirmation email of their rehearsal slot after
16 Nov

6





Payment

Schools are to make payment within 30 days of receiving the e-invoice.

SUBMISSION DETAILS:

Document Check List:

-  Booking Application Form
-  Authorization Letter (school stamp required)
-  Terms & Conditions (school stamp required)

Contact:

 Email:
syf2019@sco.com.sg

Attention:
Clement or Xiuwei

Telephone :
65574019 / 65574030

Address:
7 Shenton Way, Singapore Conference Hall
S068810



SYF FREQUENTLY ASKED QUESTION

When do schools make payment?

An e-invoice will be sent about 2 weeks after confirmation of the rehearsal slot. Schools are to make payment within 30 days of receiving the e-invoice.

What if I cannot make it for the appointment to select the rehearsal slot?

Teacher-in-charge is to email SCH within 3 days of receiving the appointment email. SCH will contact the teacher on slot availability after 16 Nov 2018.

What is the duration of 1 rehearsal slot?

Each rehearsal slot is 1 hour inclusive of bump-in and bump-out time.

Will instrument stands be provided during rehearsal?

No, only score stands and chairs will be provided by SCH.

Can we bring additional percussion instruments that are not in the standard list?

Please check with relevant personnel from MOE

Where do I report to on the rehearsal day?

Please proceed to concourse and a representative from SCH will attend to you

How many rehearsal slots can schools book?

All schools can book one rehearsal slot for each SYF entry. Schools may enquire for additional rehearsal slots after 16 Nov 2018.