



文化局
INSTITUTO CULTURAL



Rental Concessionary Rate Guidelines

I. Qualifications for Rental Concessionary Rate

1. Only the tenants of venues at Macao Cultural Centre may apply under the Rental Concessionary Rate.
2. Individuals are not eligible to apply under the Rental Concessionary Rate.
3. All applicant under Rental Concessionary Rate must be:
 - ❖ Organiser(s) of event, and:
 - ◆ Government registered local non-profit institutions/ association, or
 - ◆ Agencies or institutions of the Macao SAR Government.

II. Criteria for Applications under Rental Concessionary Rate

1. Activities for which rental concessionary rate is applied for shall seek to enhance culture and arts (e.g.) music, dance, drama, television programme, lecture, conference, workshop, course, ceremony or competition.
2. Activities for which rental concessionary rate is applied for shall cater to the public. Tickets may be distributed free or sold to public (except for rehearsals, which may only be attended by members of the applicant organisation).
3. Concessionary rate is only applicable to venue rental charges (excluding overnight rental / charges of supplementary services & equipment and any other expenses).
4. Ratio of rental concession to be granted dependent upon nature of event organised by applicant, to which the Macao Cultural Centre of Cultural Affairs Bureau reserve the right to issue a final decision.

III. Application Procedures under Rental Concessionary Rate

1. Applicants for "Rental Concessionary Rate" must be submitted to Macau Cultural Centre at least 60 days before activity takes place or prior to event promotion.
2. Completed application to be submitted with following documents:
 - ❖ Registration of Societies / Organisation
 - ❖ Constitution / Ordinance / Article

IV. Obligations to be fulfilled by the entity

1. The entity shall print the 'Concessionary Rate' logo on event promotional materials such as posters, leaflets, programmes or banners. Related press releases and other promotional copy shall indicate that 'this programme/ event is under the Rental Concessionary Rate of Macao Cultural Centre of Cultural Affairs Bureau (text and logo to conform with Macao Cultural Centre regulations in terms of size and colour). For details, please refer to 'Regulations and Guidelines Concerning Promotional Materials' and electronic file, available upon request.



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2. Submit to Macao Cultural Centre the completed 'Activity Summary' and promotional materials of the activity (which shall be published in media copies) within 30 days after the activity.
3. Should there be a change in the activity's nature or the event venue, the applicant shall inform Macao Cultural Centre immediately. Macao Cultural Centre of Cultural Affairs Bureau reserves the right to make any decision affecting the granting of the rental concessionary rate.

Should the applicant submit false or misleading information when applying for the Rental Concessionary Rate, or fail to fulfil the obligations listed above, the Cultural Affairs Bureau reserves the right to reclaim the full amount conceded under of the concessionary rates and charge full rental amount.