

EVENTS WITH WATABE SINGAPORE

ALCOVE AT CALDWELL HOUSE



CHIMES HALL



CALDWELL HOUSE

by WATABE WEDDING

"HERITAGE HALLS WHERE MEMORIES LAST"

ABOUT US

Watabe Wedding Group's origins trace back to a kimono rental shop in 1953. Since then, it has evolved into a premier bridal company, offering diverse wedding services globally in locations such as Japan, Guam, Hawaii, Bali, Hong Kong, Taiwan, Europe, and Singapore. With over 24 chapels and 12 hotels worldwide, they've facilitated weddings for over 430,000 couples, averaging 30,000 couples annually. Established on January 5th, 2011, Watabe Singapore Pte Ltd operates as a subsidiary of Watabe Wedding Corporation, overseeing operations at Chijmes Hall and Alcove at Caldwell House. As the official venue operator Watabe Wedding Singapore provides comprehensive wedding planning services and corporate event planning ensuring a holistic Experience.



Today, the upper level interior still features an original wall verse.
“MARCHE EN MA PRESENCE ET SOIS PARFAIT” in French, that translates to “Walk Along With Me And Be Perfect”.



ALCOVE AT CALDWELL HOUSE

Gazetted as a National Monument in 1990, Caldwell House is one of the oldest buildings in Singapore. Its neoclassical style design is one of the few surviving works of renowned architect, G.D Coleman. The Grand Gallery on level 2, renamed Alcove is managed by Watabe Wedding Singapore.

ALCOVE AT CALDWELL HOUSE

PAST EVENTS



Alcove at Caldwell House stands out with a unique semi-circular exterior and large Doric columns supporting a vaulted timber ceiling, Alcove is well furnished and suitable for small parties. Its modern furnishing allows room for versatility. An ideal location for corporate events such as seminars, workshops, networking events and product launches. The cosy function area, tucked in a corner of the second level of CHIJMES is also ideal for private parties such as birthday celebrations and baby showers.

VISITOR INFORMATION

LEGEND

NEAREST MRT STATION

CITY HALL MRT  **NS25** **EW13**

Estimated Walk Time: 3 mins

BRAS BASAH MRT **CC2**

Estimated Walk Time: 4 mins

ESPLANADE MRT **CC3**

Estimated Walk Time: 4 mins

BUSES

7, 14, 14A, 14E, 16, 36, 36A, 36B, 111, 128, 131, 162, 162M, 175

VALET PARKING

6.00pm - 1.00am Daily

Valet Parking Charges Apply

CARPARK CHARGES

May Subject To Changes

TIMINGS & DURATION

8.00 am - 5.59 pm

MONDAY TO FRIDAY

\$0.65 per 15 mins

SATURDAY / SUNDAY / PH

\$0.71 per 15 mins

TIMINGS & DURATION

6.00 pm - 10.59 pm

SUNDAY TO THURSDAY

\$0.71 per 15 mins

FRIDAY TO SATURDAY / PH / PH EVE

\$0.76 per 15 mins

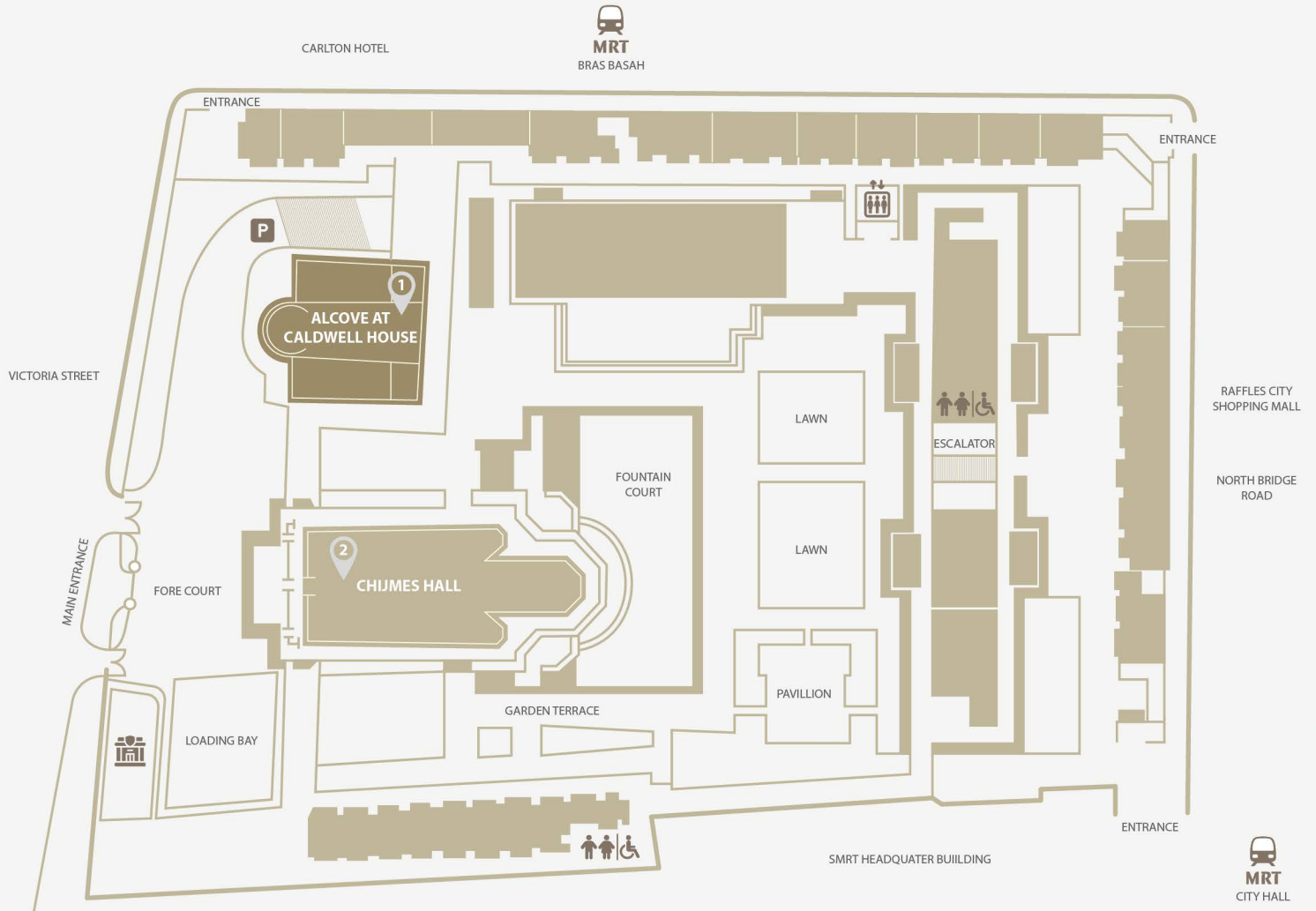
11.00 pm - 7.59 am

\$0.50 per 15 mins

\$0.55 per 15 mins

(Capped at \$6.00)

(Capped at \$6.60)



HALL RENTAL RATES

TIME SLOT	WEEKDAY (MONDAY - THURSDAY)	WEEKEND (FRIDAY & PUBLIC HOLIDAY)
9AM - 3PM	*For current Rental Rates, please enquire with us.*	
4PM - 11PM		
9AM - 11PM		
12AM - 7AM (MIDNIGHT SET UP)		

The above rates are subject to prevailing GST

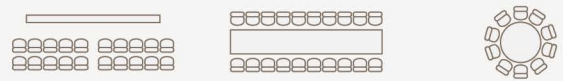
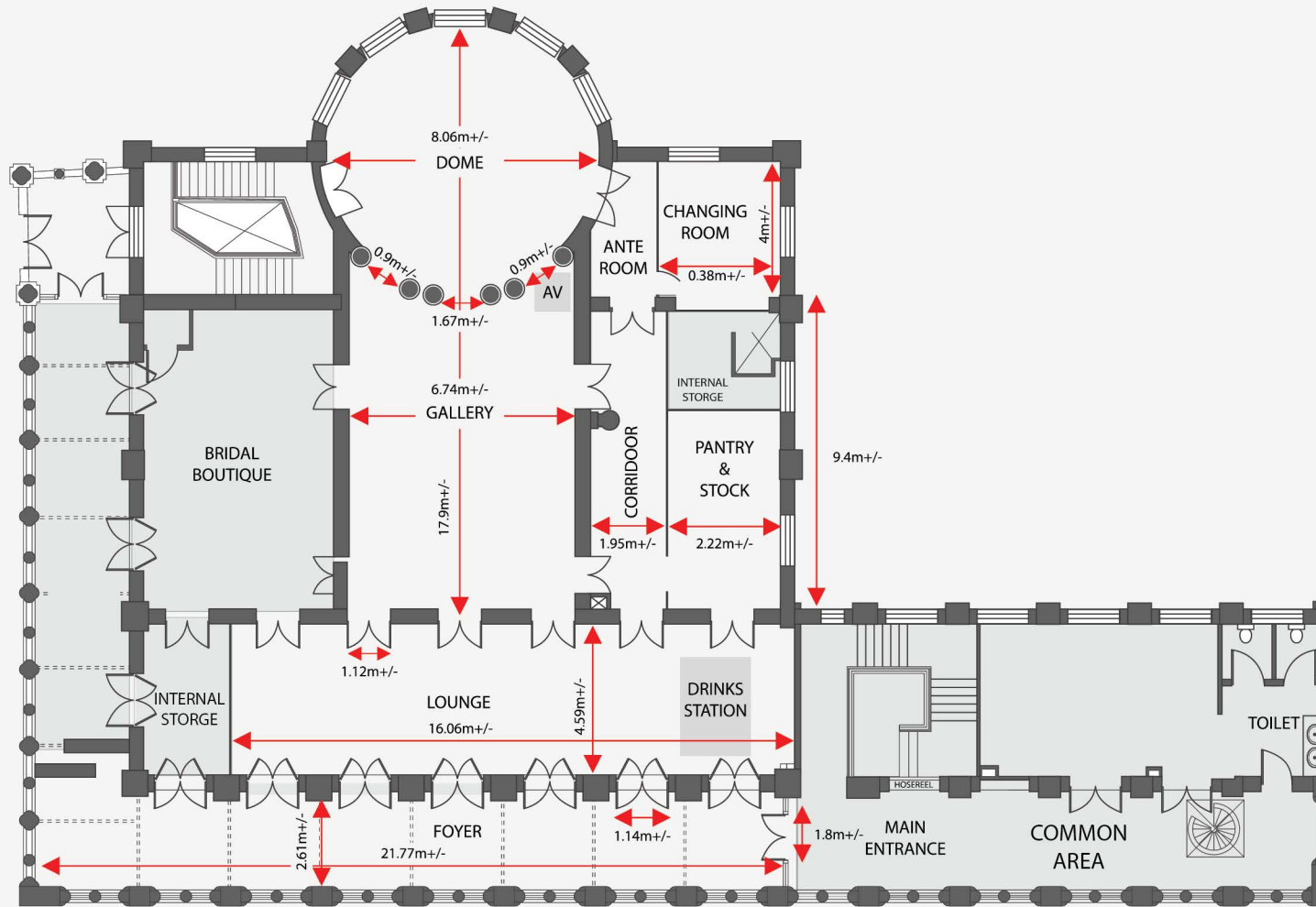
- Above rental rates inclusive of Transparent Tiffany chairs. Basic AV equipment & AV support.
- An extension of the venue will incur an additional fee, subject to prevailing GST.
- The booking time is to include all preparation, set up, tear down time, and tidy up time including those required by the various external suppliers.
- Above rates do not include any logistic setup and is solely for set-up rates rental only.
- Cancellation policy applies to hall rental rate indicated in the contract.
- Booking is based on first come first serve. Tentative booking will be held for one week upon request for contract. The management reserves the rights to release the space if no response is indicated after holding period.

EQUIPMENT & AV LIST

AUDIO VISUAL EQUIPMENT			
Epson EB-1930 4200 Lumens XGA LCD Projector	3	Cabinet Powered Subwoofer Speaker	2
Wireless Handheld Microphone	3	Mixer Input Channel: 10 Channel. 2 Aux Send. 1 Stereo Out	1
Remaco Motorized Projection Screen	1	ProSDP Digital Matrix Processor c/w Delay. Feedback Suppression. Auto Mixing	1
Extron SM 3 Surface Mount Speakers	3	Two Channel Amplifier	1
Extron SM 28 Surface Mount Speakers	3	Four Channel Amplifier	1

ALCOVE AT CALDWELL HOUSE

HALL DIMENSION



SETTING & LAYOUT	THEATRE	LONG TABLE	ROUND TABLE
DOME	50	24	30
GALLERY	80	48	60

EXTERNAL CATERER

- Levy surcharge is applicable per person for external caterers.
- External caterer may rent Alcove Pantry kitchen (non-Halal kitchen) for food preparation with a chargeable fee per event/slot.
- External caterer is required to reserve carpark lot(s) from CHIJMES carpark operator if they need to park their vehicle.
- Melamine and disposable cutlery, crockery, tableware, and glassware are not encouraged as part of the table setup.
- All hard liquors, wines and champagnes must be SEALED and DUTY PAID. The management reserves the rights not to serve duty free liquor. Any other beverages are not permitted to be brought into Alcove unless otherwise stated.
- For hygiene purposes, guests are not allowed to bring in any food from outside of the venue for any consumption during the function. Approval will be under the management discretion.
- We will not be responsible for any issues related to any unauthorized brought in food, take away/packed leftover food by our caterer or self-appointed caterer.

EXTERNAL CONTRACTORS

- All external contractors will have to be adequately insured (including third party risks) and submit a detailed equipment list (AV, lighting, logistics, etc.) for management approval.
- Limited 13amp power sockets are available around the walls of Alcove. Extension cables are not provided.
- Prior to the event, a refundable security deposit in cash or by cheque must be provided to the management. This deposit will be returned following an inspection of the premises for damages and cleanliness post-event.
- In the event whereby the rectification cost is higher than the security deposit, the additional cost will be borne by the client.
- Strictly no loading & unloading between 12pm to 2pm and after 6pm.

TYPE OF THEME OF EVENTS NATURE/PURPOSE

- Our venue requires the types of theme prior to the date confirmation of the event. It is an offence to organize, promote or host theme events that contravenes local law and religious issues. Examples are events related to gambling, unlawful solicitation, sale of contraband etc.
- Client will have to ensure that their vendors and guests are appropriately dressed and behave in an acceptable manner at all times in Alcove. Guests who are inappropriately dressed (i.e. informal religious costume or any form of nudity) will be requested to leave the premise immediately.
- In the event of any lack of clarity on the legalities of the above, the event organizer owns the responsibility of seeking approval and official documentation must be submitted for management approval. Our venue reserves the right to refuse service to theme events for the aforesaid reasons and at any time.

DEPOSIT PAYMENT

- To secure the booking of the hall, a non-refundable deposit is required, either equal to the Full Hall Rental or 50% of the total quotation, whichever amount is higher. Additionally, we need a copy of the company ROC/Biz File and personal identification of the organizer.
- If the required deposit or payment is not received by the date indicated, Watabe Singapore Pte Ltd reserves the rights to cancel the reservation without prior notice
- Reinstatement of the reservation can only be made upon receipt of payment and subjected to availability of the hall space on the requested date.

PAYMENT MODE (CASH/PAYNOW/REMITTANCE/CHEQUE)

PAYMENT MODE (CASH/ PAYNOW/ REMITTANCE/ CHEQUE)

PAYMENT: Watabe Singapore Pte Ltd

BANK NAME: DBS BANK

BANK A/C NO.: 033-902977-7

BRANCH CODE: 033

BANK SWIFT CODE: DBSSSGSG

BANK ADDRESS: 1 Raffles Link. B1-28/30 City Link Mall. Singapore 039393

UEN: 201100525Z

BALANCE PAYMENT

- Balance payment can be made by Cash / Cheque / Remittance / PayNow / Online at least TWO weeks prior to event date.
- For additional payment on the event day itself. Only cash / credit card payment will be permitted.

CONNECT WITH US

WATABE SINGAPORE PTE LTD

#02-06B, CHIJMES, Singapore 187996

By appointment only

Contact: +65 63365320

Email: chijmes@watabe-wedding.com.sg

Website: www.watabe-wedding.com.sg

Instagram: [@watabeweddingsg](#) | [@chijmes_hall](#) | [@alcove_caldwell](#)