

SINGAPORE YOUTH FESTIVAL 2026 - ETHNIC ENSEMBLE REHEARSAL BOOKING REQUEST FORM (PHASE 2)

Submission for Phase 2 commences on 10 December 2025, 12pm.

Submission (Phase 2) is based on a first-come-first-served basis.

Booking Process

- Download and complete the SYF 2026 Rehearsal Booking Request Form (Phase 2) – Ethnic Instrumental Ensemble Rehearsal
- Refer to balance rehearsal dates/blocks on SOTA website www.sota.edu.sg/syf2026
- You may indicate up to 5 choices (date/block) within the allocated SYF Ethnic IE rehearsal period.
- You will be assigned a slot based on the 5 choices you have indicated, on a first-come-first-served basis.
- If all 5 choices indicated are no longer available, you will be assigned the next best available slot.
- Submit the duly completed Phase 2 booking request form in PDF format via email to syfbooking@sota.edu.sg
- Incomplete/ incorrect booking request form will be rejected.
- In the event of multiple submissions, only the latest booking request form submitted will be accepted.
- No sharing of rehearsal block is allowed.
- Phase 2 Submission is not valid for schools that had been allocated slots via ballot exercise.

Booking Confirmation

- A set of contractual documents will be sent to successful submissions.
- Endorsed original documents (hardcopy) must be returned to SOTA **within 14 days** from date of Letter of Offer, and full payment to be made within 14 days from the date of invoice.
- Failing which, the booking is void and the date/block will be released to the next school.
- Any missing documents will result in a delay in the issuance of e-invoice.

Rehearsal Venue and Backstage Passes

- The rehearsal venue is at SOTA Concert Hall, School of The Arts, 1 Zubir Said Drive, Singapore 227968
- Participants can alight at the drop-off point. There is strictly no parking or waiting at the drop-off point.
- Parking facilities are available at SOTA, The Cathay, GR.ID and Parklane Shopping Mall.
- Schools to submit teachers' names and contact numbers at least one week before rehearsal day.
- School representative may collect Backstage Passes from SOTA security counter (next to main drop-off on level 2) on rehearsal day. Please provide name of school and teacher, contact number, and photo identification for verification purposes.
- Each school will be issued six (6) Backstage Passes.
- Backstage passes will only be available for collection 10 minutes prior to your booking time.
- All Backstage Passes must be returned to the security counter at the end of your booking block or a penalty of \$50 per card will be imposed.

Rehearsal Time

- You are allowed into the venue only for the duration of your booking. Please take note that:
 - Setup/preparation time of approximately 15 minutes is required and it is part of the duration of your booking.
 - Please refer below for an example of detailed breakdown of your allocated time: –
 - E.g. Block A booking: 8.30am – 10.30am
 - > 8.30am – 8.45am: Setup/ stage preparation*
 - > 8.45am – 10.15am: Actual rehearsal
 - > 10.15am – 10.30am: Pack up/ clearing of stage, leave the venue by 10.30am

**No participants will be allowed on stage during this period. Technicians will inform you once the stage is ready for use. Setup time may vary in accordance with each group's instrumental arrangement.*

- Ensure that your rehearsal ends at least 15 minutes before the end of your booking block, for your group to organise yourselves, pack up and leave the venue on time.
- A last 5-minute signal will be provided by the technician-in-charge nearing the end of last 15 minutes.
- of your booking, thereafter we will proceed to black out the stage lights to stop any further rehearsal.

Important Things to Note

- Teacher-in-charge to duly inform instructors of the rehearsal conditions, Venue Terms & Conditions and SYF 2026 Rehearsal Information.
- All settings will be preset to the SYF Presentation standards as sanctioned by the Ministry of Education (Arts Education Branch); requests for adjustments out of pre-determined settings will not be allowed.
- Only bottled plain water is allowed to be brought into the venue.
- All food items may be consumed at the foyer spaces outside the venue.
- Please ensure that all unwanted items are properly disposed.

