

West Kowloon Cultural District Performing Arts Venue Hire Guidelines

This guideline outlines important information for all hirers seeking to book a Performing Arts venue.

Definitions of terms

The Authority refers to the West Kowloon Cultural District Authority.

Art form refers to dance, music, theatre, and xiqu.

Artistic events refers to all the art form-related activities and events including performances, shows, festivals, rehearsals, as well as exhibitions, training, seminars, movies, ceremonies, etc.

Non-artistic events refers to all the non art form-related activities and events.

Hirer refers to those who hire a venue for artistic or non-artistic purposes.

Pencil booking refers to, in relation to a venue, a potential booking request for specified dates.

Pencil mark refers to, in relation to a venue and specified dates, a potential hire granted by the Authority.

Performing arts premises refers to the cultural facilities and ancillary facilities within the venues.

Venues refers to the Xiqu Centre and Freespace.

Venue Hire Note

- To make an initial booking enquiry, please submit an online enquiry form at <https://www.westkowloon.hk/en/visit/venue-hire-enquiry>, email to venuehire@wkcd.hk or contact venue sales team at 2200 0217 directly.
- Pencil bookings for artistic events are accepted year-round, and up to three years in advance.
- All hirers must provide all requested information listed on the enquiry form with all supporting documents for booking application consideration. Any incomplete form may encounter delays.
- Applications will be reviewed and approved based on the criteria including but not limited to the programme's artistic consideration with how it supports the selected venue's artistic vision, period of use, fostering community support and yield potentials.
- The Authority reserves the right to accept or refuse any booking for any reason at any time.

