

No.	Frequently Asked Questions
1	Is the menu Halal Certified?
	Yes, our menu is catered from a Halal Certified Caterer.
2	What is the minimum number to pax required to make a booking?
	We have a minimum booking for 1 table (which can accommodate up to 10pax). The more the merrier!
3	What if we are expecting more than 10 pax, but lesser than 20?
	Additional pax will be charged at \$78.80+. We are able to accommodate up to 12 pax per table.
4	What is the maximum capacity at D'Marquee?
	At D'Marquee, we are proud to host a maximum of 80 tables with comfortable space for movement.
5	Will the event be private and closed to public?
	Yes it is a closed-door event. Only guests with pre-booking will be allowed in D'Marquee.
6	Are we able to book the entire venue for an exclusive reunion gathering?
	Definitely! Exclusive usage of D'Marquee is available with a minimum of 50 tables booking.
7	What if there is special dietary restrictions/requests?
	Special dietary such as Vegan/Vegetarian and any other requirements are available upon early request, subjected to additional charges. Do write in to us for more details.
8	Is it possible to add on the drinks package for a few pax within 1 table?
	No, drink packages are only available per table. Additional drinks charges can be found in the booking form online. Kindly refer to https://www.downtowneast.com.sg/lunar-new-year-banquet-package
9	Are we allowed to bring in our own additional food or alcohol drinks?
	No outside food and beverage is allowed in D'Marquee.
10	How will the table allocation be arranged?
	We will assign for tables with the same booking to be clustered together. Feel free to mingle around and make new friends!
11	Are there any Baby Chairs available?
	Yes, Baby Chairs are available upon early request, subjected to availability.
12	What time will we have to clear the venue?
	All guests should vacant latest by 2.30pm / 9.30pm.
13	When will we receive confirmation for the event?
	Confirmation will be notified via e-mail on 30 December 2019.
14	Is there a payment schedule that we should adhere to?
	Yes, 50% deposit will be collected upon booking. Confirmation will be sent to you before 30 December 2019, upon which balance payment will be collected within 2 weeks after confirmation.
15	What are the payment modes accepted?
	We accept online payment made via Internet Banking or VISA/MASTERS/AMEX (Credit Card Authorisation Form to be completed).
16	Are we able to redeem NTUC Link Points for the payment?
	No, NTUC Link Points will not be issued.
17	Is there any complimentary parking coupons?
	Complimentary parking coupons will be issued based on 20% of attendees.



No.	Terms and Conditions
1	Prices quoted are subjected to prevailing Goods and Services Tax (7% GST).
2	50% deposit will be collected upon booking.
3	Confirmation of event will be notified on 30th December 2019. In the event where NTUC Club is unable to fulfill its services due to minimum number of 30 tables, full deposit will be refunded.
4	NTUC Club reserves the right to cancel or postpone the event should there is no minimum tables met required to commence a session.
5	NTUC Club reserves the right to amend it's packages and offerings without prior notices. Any amendments and changes will be updated on Downtown East Website at https://www.downtowneast.com.sg/lunar-new-year-banquet-package

Should you require any other clarifications that were not addressed above, please write in to us at corpsales@ntucclub.com.sg or call 6589 1666.