ALCOVE

EVENTS KIT

CHIJMES HALL | CALDWELL HOUSE

BY WATABE SINGAPORE



ABOUT

Alcove at Caldwell House stands as a refined expression of heritage, offering an intimate yet distinguished setting for your Corporate Events. Built in the 19th century, this neoclassical landmark holds National Monument status in Singapore, celebrated for its timeless architectural design by G.D. Coleman. Inside, its graceful semi-circular layout is framed by stately Doric columns, while soft natural light fills the space, creating an atmosphere of warmth and understated elegance. With its vaulted timber ceiling and carefully preserved details enhancing its charm, this immaculate venue offers a distinctive space for a wide range of corporate settings.



HISTORY TIMELINE

A 180-YEAR TRANSFORMATION INTO SINGAPORE'S MOST ICONIC EVENT VENUE

1840–1854

SACRED ORIGINS



- Caldwell House built
- Convent established

1904

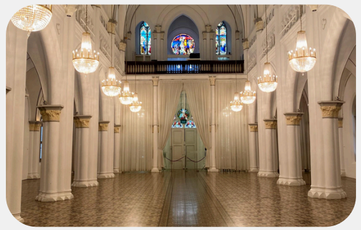
CHAPEL COMPLETED



- Gothic chapel completed
- Stained glass installed

1983

CLOSURE PHASE



- Convent closes
- Chapel deconsecrated

1990–1996

REBIRTH PHASE



- National Monument status
- Reopens as CHIJMES

2011

WATABE SINGAPORE APPOINTED AS VENUE OPERATOR



ALCOVE AT CALDWELL HOUSE



CHIJMES HALL

TODAY

TIMELESS EVENTS & CELEBRATIONS



- Intimate Weddings
- Private events



- Grand Weddings
- Large corporate events

LOCATION MAP

CHIJMES is ideally situated in the heart of Singapore's downtown, just steps from City Hall MRT (Exit A) and surrounded by iconic hotels and shopping destinations such as Suntec City. This historic landmark, with its beautifully restored arches and tranquil courtyards along Victoria Street, offers visitors a seamless blend of heritage charm and modern convenience. Close to attractions like Fort Canning Park and Raffles Hotel, CHIJMES is easily accessible and a vibrant destination for dining, entertainment, and cultural experiences.



RAFFLES
HOTEL



RAFFLES CITY
SHOPPING MALL



VISITOR INFORMATION

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

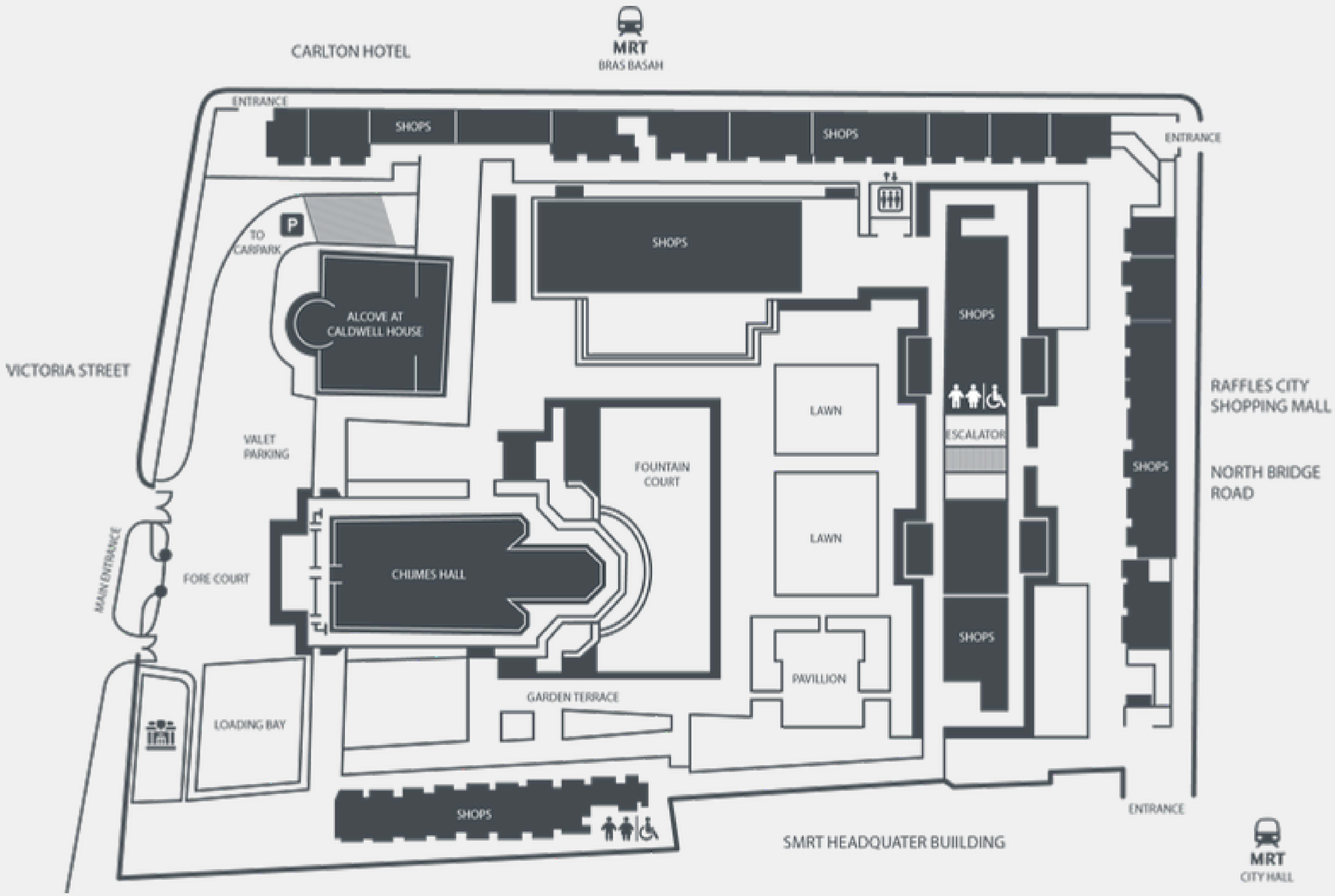
BUSES

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

PARKING

Valet Parking
Charges Apply

Basement Parking
Charges Apply



PAST EVENTS

VERSATILE EVENT VENUE

From birthday parties to corporate dinners, networking events and launches, the hall transforms seamlessly for gatherings and celebrations.

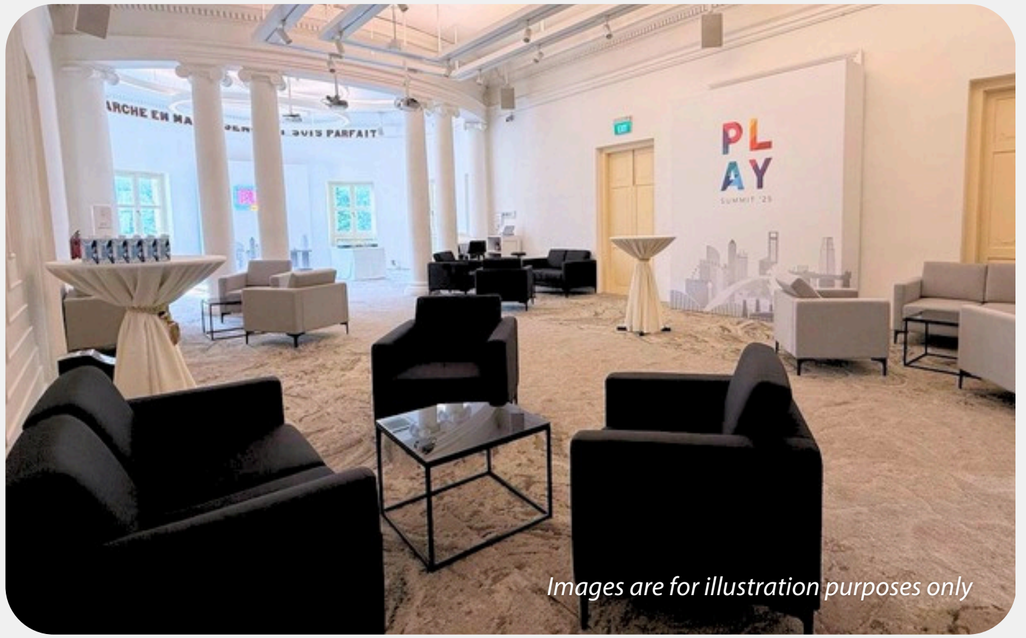
UNFORGETTABLE EVENT AMBIANCE

With thoughtfully designed lighting and atmosphere, every celebration unfolds beautifully and becomes an unforgettable experience.







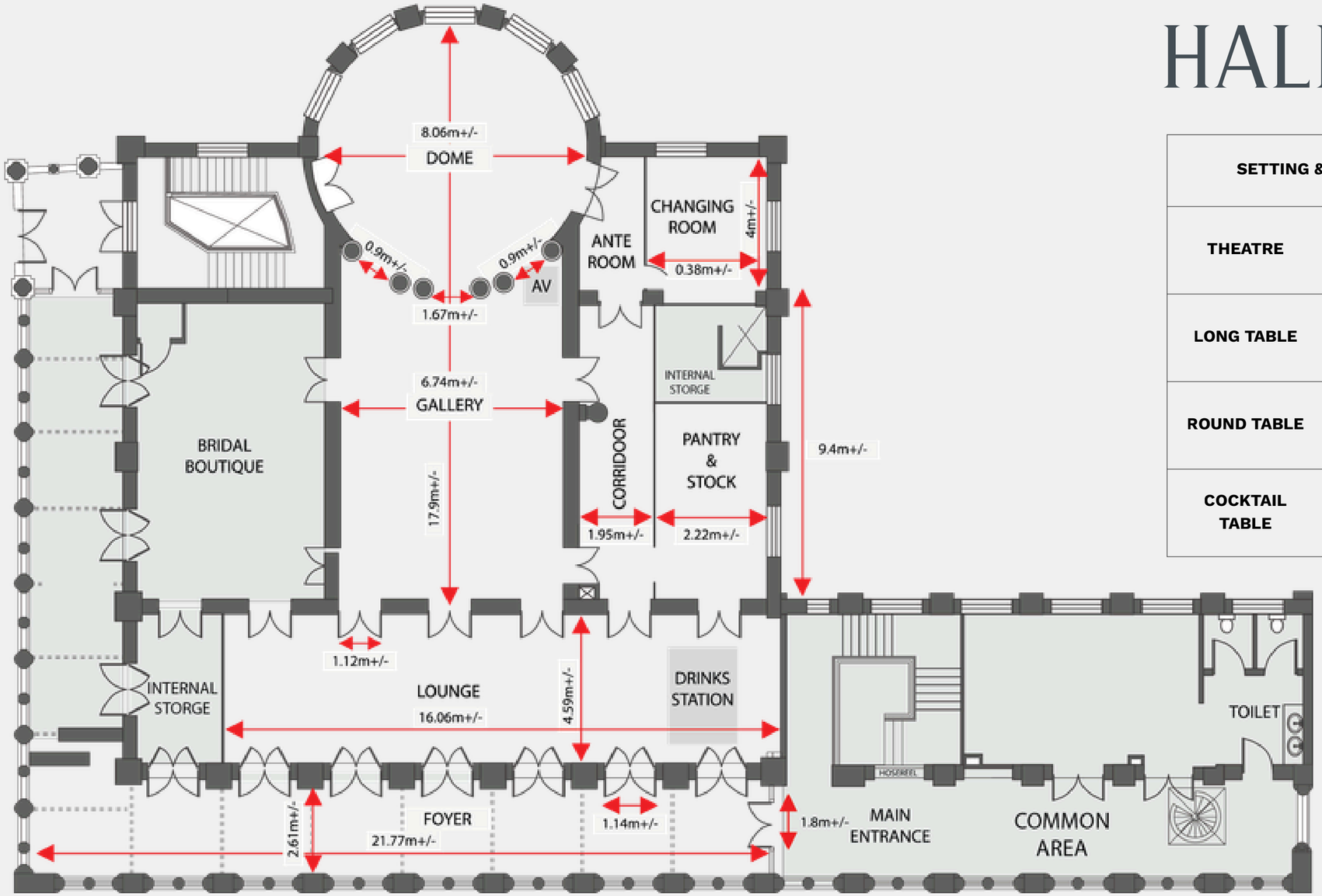


Images are for illustration purposes only

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

HALL DIMENSION

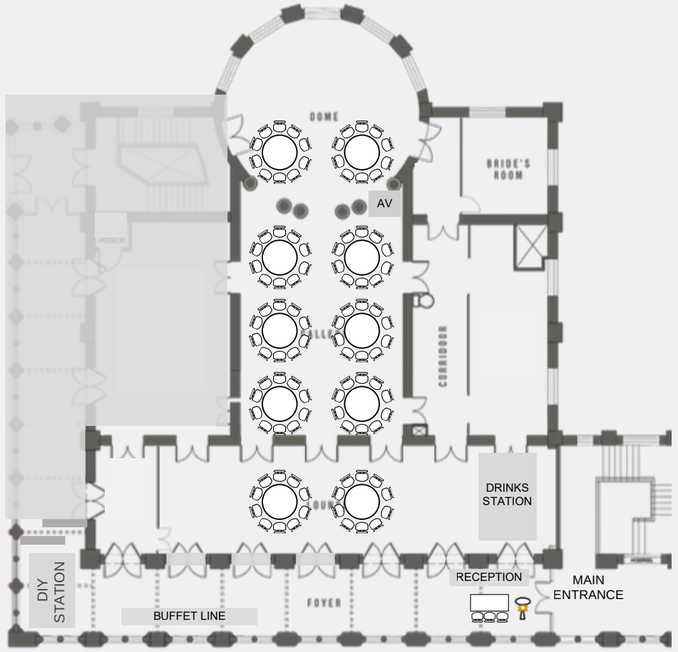


SETTING & LAYOUT		DOME	GALLERY
THEATRE		50	80
LONG TABLE		24	48
ROUND TABLE		30	60
COCKTAIL TABLE		100	

Floorplans, not drawn to scale, and photos are for illustrative purposes only; capacity may change due to safety measures.

ROUND TABLE SETTING

MAXIMUM CAPACITY: 100 PERSONS



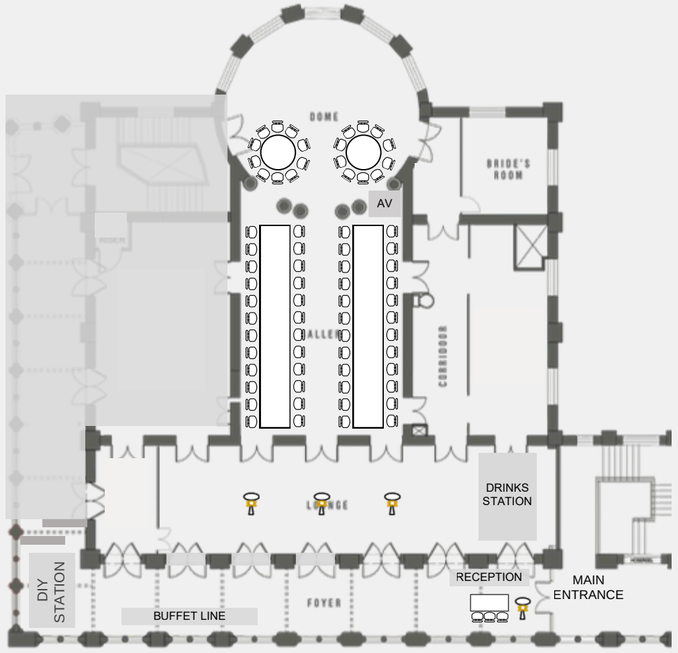




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LONG TABLE SETTING

MAXIMUM CAPACITY: 68 PERSONS

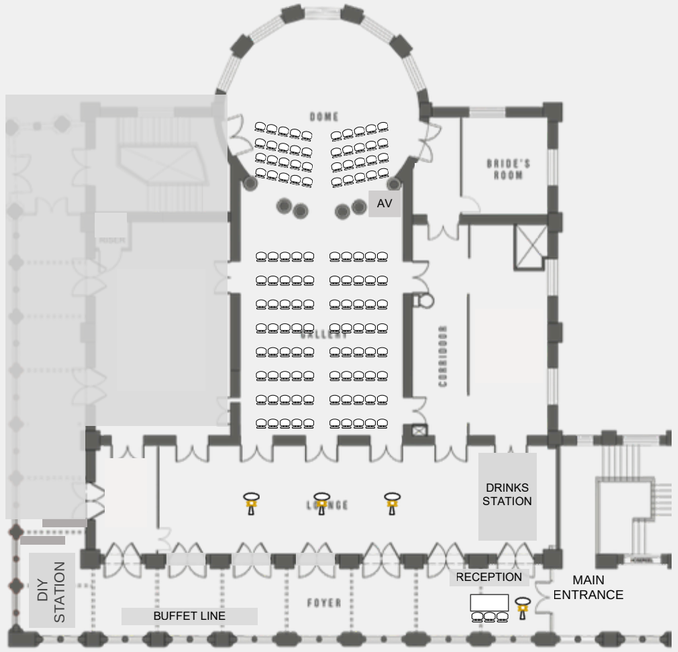






THEATRE CHAIR SETTING

MAXIMUM CAPACITY: 100 PERSONS

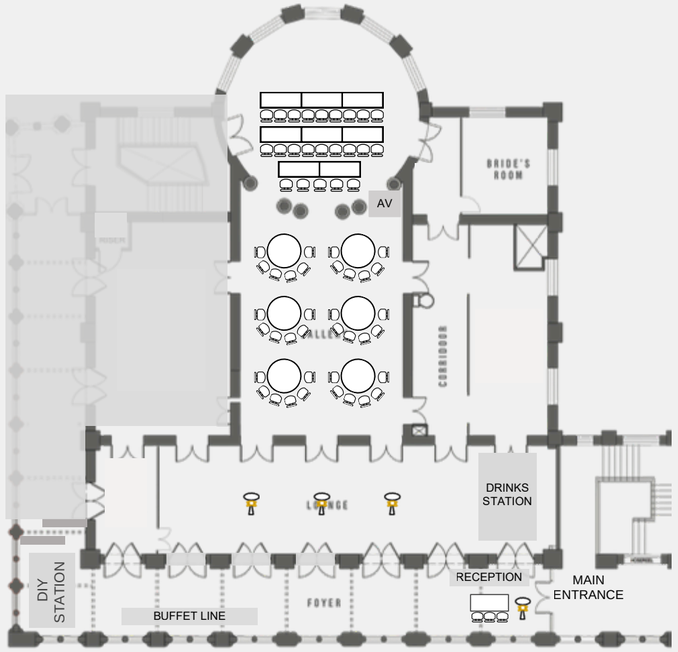


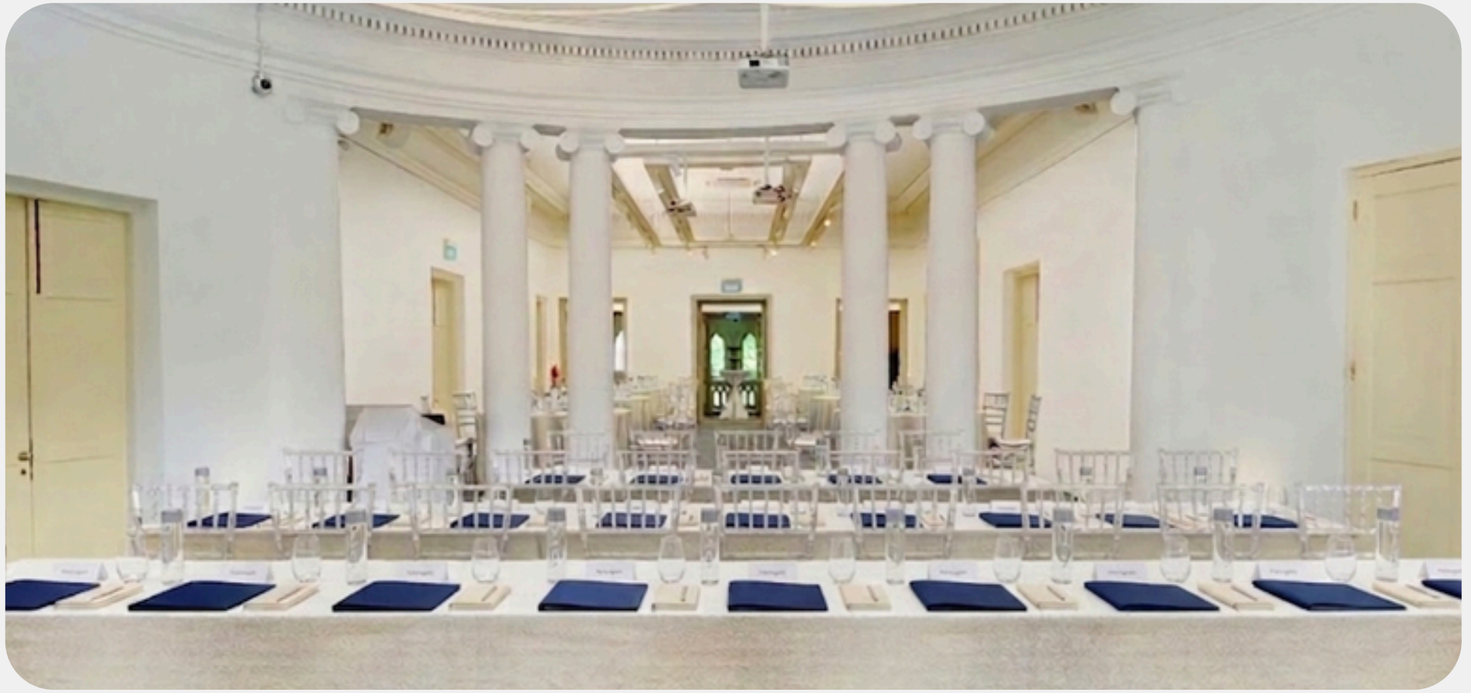




SEMINAR/MEETING SETUP

MAXIMUM CAPACITY: 59 PERSONS







BOARD ROOM TABLE SETTING

MAXIMUM CAPACITY: 24 PERSONS







COCKTAIL TABLE SETTING

MAXIMUM CAPACITY: 100 PERSONS







Images are for illustration purposes only

EXTERNAL CATERER

- Minimum levy surcharge of S$500+ per event/slot.
- External caterer may rent Alcove Pantry kitchen (non-Halal kitchen) for food preparation at S$500+ 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.
- A minimum refundable security deposit of S$1,000 nett or (otherwise stated) in cash/cheque is required to be place with the management prior to the start of the event. 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.

CONNECT WITH US

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