RATE CARD
HKPC Venues & Facilities

Waive non-office hour surcharge

Venue		Maximum Capacity	First 4-Hour Rate (HKD)	Additional/ Hourly Rate (HKD)	Visual Display	Wireless Microphone
Conference Hall		300	$13,243 (min. 4 Hrs)	$4,075	LED Wall[6] 18.7m(W) x 2.7m(H)	4
SME One Foyer		120	$7,688 (min. 4 Hrs)	$2,450	LED Wall 4.8m(W) x 1.4m(H)	2
Inno Network					LED Wall 6m(W) x 1.6m(H)	2
Inno Theatre (Theatre 1)		100			LED Wall 3.6m(W) x 2m(H)	2
Future Theatre (Theatre 2)					TV Wall x 2 @2.4m(W) x 1.4m(H)	2

Enquiry:

2788 5745 / 2788 6266

+852 6653 7613

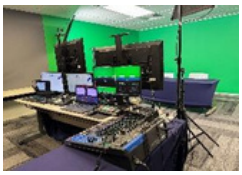
venue@hkpc.org

HKPC Building, 78 Tat Chee Avenue, Kowloon Tong, Kowloon

More Information :

RATE CARD
HKPC Venues & Facilities

Waive non-office hour surcharge

Venue		Maximum Capacity	First 4-Hour Rate (HKD)	Additional/ Hourly Rate (HKD)	Visual Display	Wireless Microphone
Executive Rooms		30	$3,150	$983	Interactive Panel / TV	1
Computer Rooms		30	$3,045	$950	Interactive Panel / TV	1
Classrooms (Type A)		42	$2,829	$884	Interactive Panel / TV	1
Classrooms (Type B)		30	$1,958	$611	Interactive Panel / TV	1
Media Room		5	$5,453 (First 2-Hr Rate)	$1,092	Webinar equipment and manpower included	

Remarks:

More Information:

1. All rates above based on office hours: Monday to Friday (9:00am-6:00pm) and surcharge will be applied for non-office hours bookings on-demand basis. (i.e. Weekday evenings, Saturdays, Sundays and Public Holidays)
2. Additional hour(s) beyond first 4-hour rate will be on hourly rate basis.
3. Booking for single user / purpose at the same day should be in consequent hours and cannot be divided into different time slots within the same day.
4. The rate includes the use of equipment inside the venue.
5. Rental of interactive display or TV at HK$800/day (subject to availability).
6. LED wall rental fee of conference hall ($1,500 for 5 hours usage or more / $1,000 for 4 hours usage or less) applied for tailor-made package.
7. Onsite technical support can be provided upon request which will be charged at $640/hour per technician (subject to availability), minimum 4 hours on Saturdays, Sundays and Public Holiday.
8. A Venue Catering Surcharge of HK$400 / HK$800 (depending on the venue category/type) will apply for the consumption of food and beverages within the venue. All catering arrangements must be applied for in advance and approved by HKPC before any catering arrangements are made.
9. The Hirer is responsible for the collection and proper disposal of all waste generated during the event and must restore the venue to its original condition upon completion of the event.
10. The consumption of food and beverages is not permitted in the Computer Rooms and Media Room.
11. For venue booking enquiries from public-sector or charitable organisations, please contact us at venue@hkpc.org.

***Surcharge will be waived for non-office hours booking from 1 April 2025.**
***HKPC reserves the right to suspend, vary or terminate the special offer at any time without prior notice.**

Last Updated: 05 August 2026

Enquiry:
2788 5745 / 2788 6266 | +852 6653 7613 | venue@hkpc.org | HKPC Building, 78 Tat Chee Avenue, Kowloon Tong, Kowloon