

**ADDITIONAL LICENSING CONDITIONS FOR NIGHTCLUBS, CABARETS, DISCOTHEQUES, KARAOKE LOUNGE,  
BAR WITH ANCILLARY LIVE MUSIC & OTHERS (AS PER URA LANDUSE CLASS 15)**

1. The licensee shall ensure that, within **two months** from the date of issue of the licence:
  - (a) CCTV cameras, CCTV recording system(s), and requisite prominent signs are installed at the licensed premises in accordance with conditions **(2)** and **(3)** below; and
  - (b) the declaration form (attached in Annex F) is completed and submitted to the Licensing Officer.
  
2.
  - (a) The licensee shall ensure that there are closed-circuit television (CCTV) cameras at all entrances and exits of the licensed premises.
  - (b) At all times, the licensee shall ensure that each of the conditions below are met:
    - (i) each CCTV camera is pointed towards the doorway of the entrance and/or exit that the CCTV camera is installed at;
    - (ii) each CCTV camera is positioned and angled in such a way that can capture the face of every person entering or exiting through that doorway;
    - (iii) there is a clear line of sight from the CCTV camera to that doorway; and
    - (iv) the CCTV camera shall not be obstructed from view in any way.
  - (c) The licensee shall ensure that all CCTV cameras and recording system(s) meet or exceed the following specifications:
    - (i) records colour images at the resolution of HD 1080p: 1920x1080 pixels or its equivalent;
    - (ii) records at 12 frames per second;
    - (iii) supports the exporting of CCTV camera recordings via a USB port in open-source formats such as \*.avi (Microsoft), \*.mov (Apple QuickTime), \*.mp4 (MPEG), or such format as approved by the Licensing Officer in writing; and
    - (iv) is able to be switched on and in a recording mode at all times; and
    - (v) is able to store all CCTV camera recordings for at least 28 days from the date of recording.
  - (d) Unless otherwise exempted by the Licensing Officer, the licensee shall ensure that all CCTV cameras and recording system(s) remain in good working condition at all times.
  - (e) Unless otherwise exempted by the Licensing Officer, the licensee shall ensure that all CCTV cameras are switched on and in a recording mode at all times.
  - (f) Unless otherwise exempted by the Licensing Officer, the licensee shall ensure that all CCTV camera recordings are stored and retained for at least 28 days from the date of recording.
  - (g) The licensee shall hand over all CCTV camera recordings to the Licensing Officer when directed to do so.
  - (h) The licensee shall not tamper and shall not permit anyone to tamper with the CCTV cameras and recording system(s) and/or the CCTV camera recordings. For the avoidance of doubt, "tamper" means doing anything which may interfere with the proper functioning of any of the CCTV cameras and recording system(s) and/or the proper storage and retention of any of the CCTV camera recordings.
  
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  - (a) The licensee shall display a prominent sign, at the entrance(s) of the licensed premises, reading:
 

**"The licensed premises are under CCTV surveillance at all times."**

The wordings on the signs shall be in bold and Arial font size 96.

- (b) The licensee shall ensure that the sign is not obstructed from view in any way.

Issued by Licensing Officer

**Dated 1 March 2018**

Note:

Under the Public Entertainments Act, unless expressly exempted, a Public Entertainment License is required for any public entertainment activities held in a place to which the public or any class of the public has access to whether gratuitously or otherwise.



**SINGAPORE  
POLICE FORCE**

Declaration Form for Completed Installation of CCTVs and Sign

Date: \_\_\_\_\_

**Attention: Public Entertainment Licensing Officer  
Police Licensing & Regulatory Department**

I, \_\_\_\_\_ (natural person's name), holder of public entertainment license  
(Licence No. \_\_\_\_\_) for the premises,  
\_\_\_\_\_ (establishment name), declare  
that I have installed the requisite:

- a) CCTV cameras at all entrance(s) and exit(s) of the premises;
- b) CCTV recording system(s); and
- c) Prominent sign at the entrance(s) of the premises,

in accordance with the attached additional conditions (2) and (3) of my public entertainment licence.

2. I understand that false declaration is a serious offence which may result in penalties including fine up to \$5,000 and/or imprisonment up to one year.

**Submitted by:**

Natural person's name: \_\_\_\_\_

Entity name: \_\_\_\_\_

Date: \_\_\_\_\_

Note:

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