

Audio Visual Charges

Audio	
Audio Recording	■ £160 includes a memory stick
Individual induction loop or headphones	■ FOC with PA system hire
Laptop speakers	■ £25 per day
Microphones (radio or cabled)	■ £30 per day
PA System with two microphones	■ £160 per day
Communications and Engagement	
A1 SMART kapp Whiteboard	■ £50 per day ■ links to main display and personal devices (Subject to availability)
Handheld audience response units	■ £195 set up ■ £5 per handset (Subject to availability)
Hands-free conference phone	■ £40 per day
Interactive audience response App powered by Meeto App	■ £300 per booking Includes an AV technician with pre and post event support
Lighting	
Wireless LED uplighters	■ £20 each (Subject to availability)
Miscellaneous	
Flipchart, pad & pens	■ £20 per day
Laser pointer/clicker	■ £15 per day
Lectern	■ £30 per day
Staging	■ £25 per sq metre piece (max 14), height = 40cm
Personnel	
Additional AV technician	■ £50 per hour ■ £295 day rate (8 hours)
Screens and IT	
55" LCD Monitor & Stand	■ £160 per day
iPad	■ £45 per day
Laptop	■ £95 per day
Portable projection screen	■ £45 per day
Visualiser	■ £25 per day
Video	
Video conferencing	■ £175 for first hour ■ £60 per subsequent hour
Video editing	■ £45 per hour of technician editing time
Video recording	■ £595 for up to 4 hours ■ £795 for up to 8 hours

Please contact your event manager or the AV team for any additional requirements and queries

Additional Charges in Auditoriums

Audio	
Audio feed for camera crew	<ul style="list-style-type: none"> ■ £195 for 4 hours ■ £295 for up to 8 hours
Audio recording	■ £45
Microphones	■ £30 each per day for additional microphones
Communications and Engagement	
Handheld audience response units	■ £300 per day
Tweet Binder	<ul style="list-style-type: none"> ■ £150 per event ■ £50 per hour or £295 per day for an AV technician to moderate feed
Miscellaneous	
Custom branded lectern front	■ £145
Removal of top table	■ £150 (please give 24 hours' notice and allow 45 minutes within an event)
Stage set with LED lighting	■ From £800, please ask for details
Personnel	
Additional AV technician	■ £295 per day
Simultaneous translation	Please ask for details
Video	
Live video streaming	<ul style="list-style-type: none"> ■ £900 for 2 hours ■ £1200 for 4 hours ■ £1800 for up to 8 hours
On-demand video streaming	<ul style="list-style-type: none"> ■ From £550 Please ask for details
Video/audio-link from another auditorium	<ul style="list-style-type: none"> ■ £250 up to 4 hours ■ £350 up to 8 hours
Video conferencing	Please ask for details
Video recording	<ul style="list-style-type: none"> ■ £445 for up to 4 hours ■ £545 for up to 8 hours

Please contact your event manager or the AV team for any additional requirements and queries