W1MPOLESt

AUDIO VISUAL
RATE CARD

2023 – 2024

EXTRA
AV CHARGES (ex VAT)

W1MPOLE St

Audio Visual Equipament	
Catchbox - soft throwable microphone	£60 per day
PA System with two microphones	£200 per day
Audio feed for camera crew	£195 for 4 hours / £295 for up to 8 hours
Microphones	£75 each per day for additional microphones
Communications and Engagement	
Interactive audience response app by Slido	£250 per booking / Includes an AV technician
Personnel	
Additional AV technician	£900 per day
Screens and IT	
55" LCD monitor & stand	£170 per day
iPad	£60 per day
Laptop	£110 per day
Projection screen (70x70)(60x60)	£35 per day
Video	
Video editing	£75 per hour of technician editing time
Video conference system	£50 per day
Miscellaneous	
Lectern	£30 per day
Laser pointer/clicker	£15 per day
Flipchart with pad & pens	£40 per day
Staging	£25 per sq metre piece (max 14) height = 40cm
Removal of top table auditoriums	£100 (please give 24 hours notice)

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

AUDIO VISUAL CHARGES (ex VAT)

W1MPOLE St

Hybrid Package 1

- Dedicated Streaming Engineer
- Stream via Zoom, website and social media channels
- 1 static camera

£1120   2 hours

£1400   4 hours

£2450   8 hours

Hybrid Package 2

- Dedicated Streaming Engineer
- Stream via Zoom, website and social media channels
- Stream available on demand for two weeks
- Multi camera mix and slides feed side by side
- Video recording, includes unedited copy

£1480   2 hours

£1850   4 hours

£3240   8 hours

Virtual Package 1

- Dedicated Streaming Engineer
- Stream via Zoom, website and social media channels
- Intro and outro slide on stream

£400   2 hours

£500   4 hours

£875   8 hours

Virtual Package 2

- Dedicated Streaming Engineer
- Stream via Zoom, website and social media channels
- Intro and outro slide on stream
- Streaming available on demand for two weeks
- Video recording, includes unedited copy

£680   2 hours

£850   4 hours

£1480   8 hours

GUY WHITTLE AUDITORIUM

W1MPOLE St

Audio Visual Equipament	RH*	DDR*	Charge Details
AV Technician: a specific technician will be assigned in advanced of your event as a contact for organisers and presenters. On the day the technician will give continuous AV support from the control room or inside the lecture theatre throughout your event	X	X	*Included in room hire weekdays except before 8 am and after 6 pm (£50 per hour) / Weekends £50 per hour or £950 per day rate (8 hours)
Lectern, microphone, in-built PC with monitor and inputs for 1 laptop	X	X	Stage furniture can be branded with logos, sponsors etc.(client to provide
HD Data Projector (WUXGA 6000 lumens) with multi-input simultaneous display	X	X	
Top table for 4x (possible 5x)	X	X	Other table configurations available
Cabled table microphones 4x	X	X	Possible for 5x
Audio amplification system	X	X	
Radio microphones (2x lapel, 2x handheld)	X	X	Extra radio microphones available at £75 each per day
Cable internet access at lectern	X	X	WIFI available throughout
Laser pointer / remote mouse	X	X	
Induction loop or headphones for hard of hearing	X	X	
Slido			£250 per day
Comfort monitor (15") for top table (for chair person to view slides while facing the audience			£125 per day avaiable on the stage desk and at ground level at the first row seating
Projection either side (9X16 portait)		X	£100 for pair per day
Video Editing			Editing is charged at £75 per hour
Audio feed for camera crews			£195 (4 hours) £295 (8 hours)

*RH: Room hire *DDR: Day delegate rate

MAX RAYNE AUDITORIUM

W1MPOLE St

Audio Visual Equipament	RH*	DDR*	Charge Details
AV Technician: a specific technician will be assigned in advanced of your event as a contact for organisers and presenters. On the day the technician will give continuous AV support from the control room or inside the lecture theatre throughout your event	X	X	*Included in room hire weekdays except before 8 am and after 6 pm (£50 per hour) / Weekends £50 per hour or £950 per day rate (8 hours)
Lectern, microphone, in-built PC with monitor and inputs for 1 laptop	X	X	Stage furniture can be branded with logos, sponsors etc.
Data Projector (XGA 6000 lumens)	X	X	
Top table for 4	X	X	Other table configurations available
Cabled table microphones 4x	X	X	
Audio amplification system	X	X	
Radio microphones (2x lapel, 2x handheld)	X	X	Extra radio microphones available at £75 each per day
Cable internet access at lectern	X	X	WIFI available throughout
Laser pointer / remote mouse	X	X	
Induction loop or headphones for hard of hearing	X	X	
Slido			£250 per day
Data projetor 16x9 (landscape)		X	£100 for pair per day
Video recording			£445 for up 4 hours, £545 for 4-8 hours, £245 up to 90 min (+ transfer to Dr
Video Editing			Editing is charged at £75 per hour
Flip chart with PAD and Pens			£40 per day
Audio feed for camera crews			£195 (4 hours) £295 (8 hours)

*RH: Room hire *DDR: Day delegate rate

NAIM DANGOOR AUDITORIUM

W1MPOLE St

Audio Visual Equipament	RH*	DDR*	Charge Details
AV Technician: a specific technician will be assigned in advanced of your event as a contact for organisers and presenters. On the day the technician will give continuous AV support from the control room or inside the lecture theatre throughout your event	X	X	*Included in room hire weekdays except before 8 am and after 6 pm (£50 per hour) / Weekends £50 per hour or £950 per day rate (8 hours)
Lectern, microphone, in -built PC with monitor and inputs for 1 laptop	X	X	Stage furniture can be branded with logos, sponsors etc.
HD Data Projector (10000 lumens)	X	X	
Top table for 4 with cabled microphones	X	X	Other table configurations available
Audio amplification system	X	X	
Radio microphones (2x lapel, 2x handheld)	X	X	Extra radio microphones available at £45 each per day
Cable internet access at lectern	X	X	WIFI available throughout
Laser pointer / remote mouse	X	X	
Slido			£250 per day
Comfort monitor			£125 per day avaiable on the stage desk and at ground level at the first row seating
Video recording			£445 for up 4 hours, £545 for 4-8 hours, £245 up to 90 min (+ transfer in format of your choice
Video Editing			Editing with charged at £75 per hour
Audio feed for camera crews		X	£195 (4 hours) £295 (8 hours)

*RH: Room hire *DDR: Day delegate rate

TRAINING SUITES

Audio Visual Equipament	Charge Details
Lectern and input for laptop with audio	£30 per day
80'' screen	Included
Cabled internet access at lecter	WIFI avaiable throughout
Video conference system	£90 per day

SEMINAR SUITES

Audio Visual Equipament	Charge Details
Lectern and input for laptop with audio	£30 per day
80'' screen	Included
Cabled internet access at lectern	WIFI available throughout
Video conference system	£90 per day
52' Full HD display (wall mounted) Seminar 1-2 only	Option avaiable

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ALL OTHER FUNCTION ROOMS

W1MPOLE St

Audio Visual Equipament	Charge Details
Lectern and input for laptop with audio	£30 per day
55" LCD screen	Standard – additional screen sizes avaiable
Audio amplification system	Included with lectern hire for laptop audio only. For speech reinforcement, hire the microphones is necessary
Cabled internet access at lectern	Available on request. Free Wifi is available throughout
Flip chart, pads and pens	£40 per day
Video conference system	£90 per day
AV Technician	£900 p/d and then £75 p/h overtime

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for any additional requirements and queries

*RH: Room hire *DDR: Day delegate rate