

Audio Visual Tariff 2018

We aim to make your events as hassle-free as possible and so **your meeting room hire includes:**

- WiFi access for all delegates, organisers and speakers
- Projector and screen or LCD and screen and stand
- Flipchart, conference pads and pens.

When you hire our main **Kingston Theatre** we also include:

- Dedicated technician
- Use of all built-in AV equipment inc. HD projector, 16:9 widescreen, 21 inch comfort monitor, lectern with built-in mic, laser pointer, up to 3 additional mic's of your choice, laptop and audio recording if required

Our award-winning events team and dedicated technicians can also work with you to create a bespoke AV package. This can include any of the below or speak to your coordinator for more details.

Audio Visuals:	Day rate (excl. VAT)
Free-standing lectern	£30
Poster boards (max 12)	£25 per board
Extension lead	Complimentary
Flip chart (with 4 coloured pens & 1 pad)	1 included in room hire Additional: £10

Audio PA Systems & Microphones:	Day rate (excl. VAT)
PA system including 1 x Radio Microphone of your choice	£85
Additional Lapel Microphone	£30
Additional Handheld Microphone	£30
Desktop Microphone	£30

Audio Recording:	Day rate (excl. VAT)
Audio record onto client's own memory device	£85 for meeting

Network:	Day rate (excl. VAT)
With dedicated SSID and wireless encryption key 30mb - 50mb available	from £150 per day
Branded splash screen available as an enhancement to dedicated wi-fi package only	from £250
20 Mbps via hard wire connection	£200
Dedicated bandwidth and IP addresses can be added as an additional cost	£POA

Projection / Display:	Day rate (excl. VAT)
LCD data projector (for use with laptop computer)	£75 1 included in room hire
High specification laptop computer with Microsoft Windows 10	£80
Presentation clicker	£15
55 inch LCD screen and stand	£65
Projection screen for meeting rooms	1 included in room hire Additional: £25
65 inch LCD screen and stand	£75

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Filming / Video Coverage:	Day rate (excl. VAT)
Single or Multi-camera recording (up to 8 hours)	from £425
Editing	£50 per hour

Video / Audio Conferencing:	Day rate (excl. VAT)
Multi-site video conferencing equipment (Lifesize express 220 with 50" LED screen) Available for on-site audience of up to 20 delegates	£325 full day or £65 per hour (min 3 hours)
Conference Phone (Polycom star phone)	£60 per day

Web Casting:	Day rate (excl. VAT)
Bespoke quotations available please speak to your event manager for further information	£POA

Technician Rates:	Hourly rate (excl. VAT)
Additional dedicated technician support (minimum of 4 hours)	£30

Stationery:	Day rate (excl. VAT)
Conference pads and pens	£1.50 per item
Photocopying / printing	£0.20 per colour copy £0.12 per B&W copy

Additional items can be sourced and priced on a bespoke basis, please speak to your event manager.

IET Birmingham: Austin Court reserves the right to change the Audio Visual tariff without due notice.

All prices subject to VAT at prevailing rate.

For further enquiries please contact us at:

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