

# AUDIO VISUAL GUIDE 2019

AUSTIN

BIRMINGHAM

COURT

## MEETING ROOM HIRE INCLUDES:

- WiFi access for all delegates, organisers and speakers
- HD Projection
- Flipchart, conference pads and pens

## KINGSTON LECTURE THEATRE HIRE 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.

VENUES FROM: 

AUDIO VISUALS	DAY RATE (exc. 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 (exc. 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 (exc. VAT)
Audio record onto client's own memory device	£85 for meeting

  

NETWORK	DAY RATE (exc. 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

<b>PROJECTION / DISPLAY</b>	<b>DAY RATE (exc. VAT)</b>
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
<b>FILMING / VIDEO COVERAGE</b>	<b>DAY RATE (exc. VAT)</b>
Single or Multi-camera recording (up to 8 hours)	from £425
Editing	£50 per hour
<b>VIDEO / AUDIO CONFERENCING</b>	<b>DAY RATE (exc. VAT)</b>
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
<b>WEB CASTING</b>	<b>DAY RATE (exc. VAT)</b>
Bespoke quotations available please speak to your event manager for further information	£POA
<b>TECHNICIAN RATES</b>	<b>DAY RATE (exc. VAT)</b>
Additional dedicated technician support (minimum of 4 hours)	£30
<b>STATIONERY</b>	<b>DAY RATE (exc. VAT)</b>
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  
80 Cambridge Street  
Birmingham  
B1 2NP

**T** +44 (0)121 600 7500  
**E** austincourt@ietvenues.co.uk  
**W** ietvenues.co.uk/austincourt  
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IET Birmingham: Austin Court reserves the right to change the Audio Visual tariff without due notice.  
All prices subject to VAT at prevailing rate. All rates are charged per day and apply to weekdays.  
Weekend rates are available upon request. 24hrs order notice is required.

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