

AV & Conference Equipment List 2018

This is a compressed list reduced from our extensive technical spec sheet.
For details on building, sound and lighting details please refer to our full tech spec for the relevant building.

	Number available	COST (ex. VAT)	
AV PRESENTATION			
Laptops	5	£ 55.00	Microsoft Office Package
Data projector - Tay	1	Inclusive	2000 ANSI Lumen
Data projector - Norie-Miller	1	Inclusive	6000 ANSI Lumen
Data projector – Auditorium	1	Inclusive	12,000 ANSI Lumen DLP PT-RZ12K
Data projector – Joan Knight Studio	1	Inclusive	Panasonic 9770
DVD Player – Auditorium	1	Inclusive	DVD Player on MacPro
DVD Player – Tay	1	Inclusive	
DVD Player (incl Blue Ray)– Norie-Miller	1	Inclusive	
Sony FS5 HD Camera with tripod	1	£ 100.00	
Flipchart stand with paper and 3 colour pens	5	£ 15.00	
8" monitors (set of 5)	1	£ 50.00 Free as part of the auditorium	Excellent for guests at the top table to follow presentations without having to turn 180 degree to see the screen
65" monitor on presentation stand	3	£ 75.00	Ideal for Tilt and Earn with laptop, avoiding the use of a data projector and screen.
42" monitor on presentation stand	1	£ 50.00	
40" Preview monitor	1	£ 50.00	For use front of stage to allow speakers to preview slides
24" Preview monitor	1	£ 37.50	For use front of stage to allow speakers to preview slides
AV Control System – Auditorium only	1	Inclusive	ATEM 1 M/E Production Studio 4K Camera Switcher, 4 computers, & switcher/scaler
Remote clicker / pointer	1	Free	
Projection Screen – Auditorium	1	Inclusive	6m x 3.4m, suitable for front and rear projection (16:9)
Projection Screen – Norie-Miller	1	Inclusive	4m x 3 m, fixed to wall, front projection only (16:9)
Projection Screen - Tay	1	Inclusive	2 m x 1.5 m fixed to wall (16:9)
Projection Screen – Joan Knight Studio	1	Inclusive	5m x 2.8 m, front projection only (16:9)
CD / cassette/mini disc player – Norie-Miller	1	Inclusive	
Desktop computer - Tay	1	Inclusive	Microsoft Office Package
Kodak Carousel Slide Projector	1	Free	
FURNITURE			
Lectern	2	Free	Including gooseneck microphones
Lectern including built in monitor	1	Free	Including gooseneck microphones. With auditorium hire only; height adjustable
Top Table	4 sections (2 x 2 persons 2 x 3 persons)	Free	accommodates up to a maximum of 10 guests
5' trestle table – flocked top	24	Free	
5' trestle table – laminated top	12	Free	
6' round table – flocked top	26	Free	
3' round table – laminated top	30	Free	
2 ½' square table – laminated top	4	Free	
Black conference chairs	300	Free	
Black Bar Stools	1	Free	
Soloist Chair	7	Free	
Laminated screens (6' x 4')	4	Free	Use as message board, to screen off areas or

			display posters
Display boards (Nimlock) - 4'x3' (portrait or landscape)	-	POA	Hired from outside company. Ideal for poster displays or similar exhibits. Velcro fittings to be used.
Steeldeck/Metrodeck rostra system - Various sizes available on request - 16' x 10', carpeted (Norie-Miller) - 16' x 8' (Norie-Miller) - 32' x 16' carpeted (Auditorium)		£75.00 £50.00 Inclusive	Allows a raised platform to be built for speakers and presenters or small performances. Height adjustable from 200mm to 600mm
Black Serge drapes - 9.5 m x 8.7 m - 8.0 m x 8.7 m (surround tabs) - 3 m x 8.7 m (legs)	2 2 6	POA	Auditorium stage only
Black vinyl stage floor		POA	Auditorium stage only
SOUND			
PA system - Norie-Miller (32 channel desk if needed)	1	Inclusive	Max number of microphones: - Lectern microphone - 2 x top table microphones - 2 x hand held radio microphones If additional microphones are required a sound operator is essential.
PA System - Auditorium (48 channel board)	1	Inclusive	For details see full technical spec – available on request
Portable PA System (4 channel)	1	PAO	Max of 4 microphones
Lectern microphones	6	Free	Auditorium: - maximum number of microphones used at any one time: 10 - Additional microphones require further set-up and are available on application.
Top table microphones	10	Free	
Hand held radio microphone	10	£ 25.00	Maximum number of radio microphones used at any one time is limited to 2 in Norie-Miller and 14 in the auditorium.
Lapel microphone with radio pack	5	£ 25.00	
Discreet head worn microphone with radio pack	7	£ 25.00	
LIGHTING			
Production of gobo (glass: size B) , Min. 2 week advance notice required	Black & White	£ 120.00	Suitable for use in the auditorium, Norie-Miller Studio and foyer area.
Coloured gobos prices on application.		£ 50.00	2 nd copy of black & white gobo
PYROTECHNICS			
Variety of indoor pyro can be arranged		PAO	Perfect for start and finish of an event, or to create impact at special moment. Also includes confetti bombs
TECHNICAL ASSISTANCE			
Stage manager - per hour		*£27.00	- All staff calls are for a minimum 4 hours - Overtime rates apply out with standard hours - Missed breaks are charged at 1 ½ times the hourly rate - All PCH auditorium bookings include 1 av/stage manager and 1 light/sound operator
AV Technician – per hour		*£27.00	
Camera operator – per hour		*£24.00	
Follow-spot operator /crew - per hour		*£18.25	
Audio recording of event to MP3 file		£25.00	
Web-streaming		POA	
STATIONARY & OTHER EXTRAS			
Additional Flipchart pad		£ 5.00	
Delegate pack (writing pad & pen)		£ 0.50	
Photocopies		£ 0.05	
Colour Photocopies		£ 0.10	