

Queen Elizabeth Hall

Conference / meeting technical package:

Vision

5K Video/data projector

6m x 4.5m (20ft x 15ft) rear projection screen with masking

Laptop* DVD player and seamless content switcher

Laser pointer/remote mouse

** We recommend clients bring in their own laptops to ensure PowerPoint and font compatibility*

Sound

PA system with 16ch sound desk

Table and lectern mics

CD playback

MP3 audio recording of the event

2 x Hand Held radio mics

Lighting

4 colour wash + break-up gobo

Specials on lectern and top table(s)

Client Gobos ("B" size)

Staging

Lectern(s)

Top table(s)

Comfy chairs plus coffee table(s)

Personnel

Sound Technician to set up, and operate

AV Technician to set up, and operate (if required)

2 x LX/stage Technicians

Package cost per day (in addition to room hire)

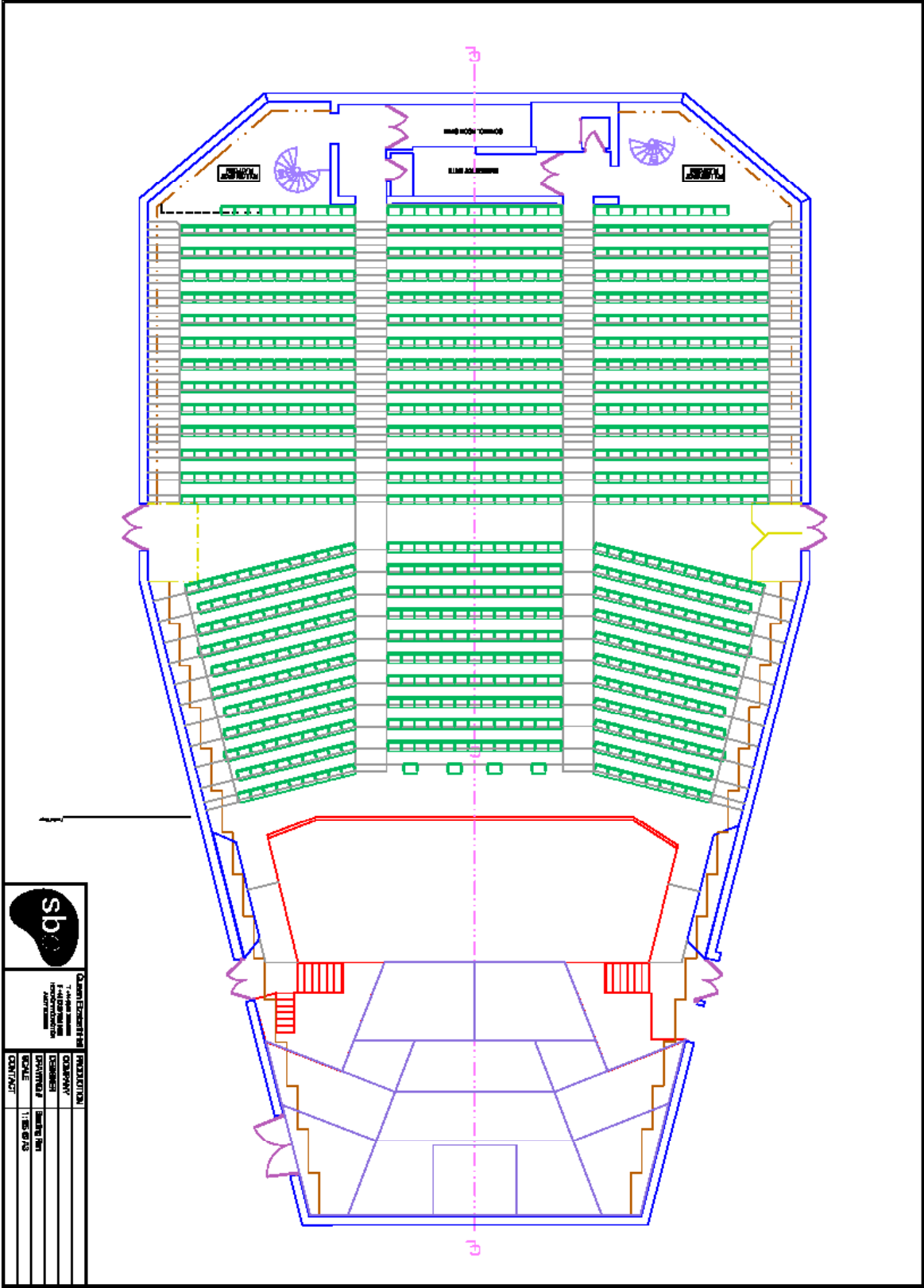
£1285

Typical extras (subject to availability)

Additional hand held or lavalier radio mics (each)

£45

Queen Elizabeth Hall plan



Production Notes

Production staff are not normally scheduled before 08.00 in the mornings. Therefore with events where client access is before 10.00 or the event start is before 11.00 please confirm with the Production Department well in advance (4 -5weeks) to allow staff to be scheduled with earlier start times. Typical set-up time for the Queen Elizabeth Hall will require at least 3hrs before delegate access

For events with more demanding video projection requirements i.e. film shows, conferences with detailed graphics or live camera we would recommend a higher spec projector

The Production department will still need a full list of requirements from the client even if they are covered by the package described above, as many of the technical facilities will need to be set up in advance