
Audio Visual Hire Rates 2009

The price list below consists of our core products and packages. For further equipment, packages and solutions please contact the AV team in the Venues Department on 020 7307 3888 or email av@inst.riba.org and we would be delighted to assist you.

Please note:

- It is not permitted under any circumstances for clients to use their own equipment unless agreed in advance (with the exception of laptops). Any clients who do use their own equipment will be billed at our usual daily hire rate.
- If you require specific technical support or equipment it is advised that this is booked in advance of the meeting.
- Our AV Technicians can only provide support for in-house equipment.
- If a technician is required for dedicated in-room support, additional charges will apply.
- Prices listed below are based on a daily rate and exclude VAT.

Audio Visual Equipment

Data display (for connection to a laptop)	£180.00
Data display (for Nash, Inigo Jones, Wornum and Martin Room)	£95.00
Flat panel video monitor & DVD combi unit	£75.00
Repeater screens (2 x LCD screens for duplicating presentations)	£250.00
PC laptop	£150.00
Presenter remote	£25.00
Digital visual presenter (for showing hardcopy images onto data display)	£40.00
DVD player	£40.00
Slide projector	£30.00
Flipchart, with pens and paper	£15.00

Public Address / Audio Systems

PA system (including wired desktop and/or lectern microphones) for all rooms except the Jarvis Auditorium and Florence Hall	£130.00
Radio handheld microphone	£50.00
Radio lapel microphone	£50.00
Radio headset microphone	£50.00
CD-player	£35.00

Communications

Wi-Fi (password supplied on day of event)	F.O.C.
Conference phone	£75.00
ISDN line	P.O.A.

Jarvis Auditorium

PA and projection packages including dedicated technician	from £395.00
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These have been devised to offer a wide range of options so that you have the flexibility to tailor your AV requirements to your event. Please contact us for more information and details of options available

Florence Hall

PA, projection and lighting packages including dedicated technician from £445.00

These have been devised to accommodate the most popular AV requirements within the Florence Hall. Please contact us for more information and details of options available.

Audio Recording

Full day audio recording (PA system required)	£160.00
Half day audio recording (up to 5 hours), (PA system required)	£100.00
Full day audio recording (captured with boundary microphones)	£220.00
Half day audio recording (up to 5 hours), (captured with boundary microphones)	£160.00

Public Area Personalized Displays

These displays can be used to show information about your event in the public areas of our building, perfect if you have a large event using several of our rooms.

Please note that some options are available only during certain hours.

It is recommended that all artwork, logos and content are forwarded one week prior to the event date.

Personalized 5 th floor data display	£75.00
Personalized reception data display	£75.00
Personalized reception data display x 2	£130.00
Personalized reception stairway data display	£200.00

Camera Equipment

Role play kit	from £175.00
Pro camcorder with tripod	£240.00
Mini DVD camcorder with tripod	£125.00

Lighting and Effects

Lighting packages (including up lighting and colour options)	from £70.00
Follow spot (operator may be required)	£95.00
Flood lighting (static lighting usually for lighting areas of the stage)	£35.00
Effects (including smoke and dry ice machines)	from £10.00

Please contact us for more information and details of options available.