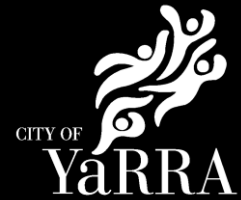


2024/25 Fees & Charges Sound System Package



Our updated Sound System Package includes **basic AV equipment and the support of an AV officer** who will handle setup, operation, and basic troubleshooting of our Council's equipment during your event. **The officer will not operate or be responsible for any additional equipment not owned by the Council.**

Breakdown of Hire Inclusions

	Basic Hall Hire	Hall Hire with Projector	Hall Hire with Sound System Package
Exclusive Use of Ballroom ¹	✓	✓	✓
Use of Projector & Screen ²	✗	✓	✓
Use of Sound System ³	✗	✗	✓
Use of Wired/Wireless Mics	✗	✗	✓
Basic Lighting Setup ⁴	✓	✓	✓
Dedicated AV Support Officer ⁵	✗	✗	✓

¹ Exclusive use of Ballroom includes access to Hall, Stage, Front / Rear Foyer, Green Room and use of Council furniture.

² Use of Projector & Screen without Sound System Package includes a HDMI output from hirers device with one channel of audio.

³ Use of our Front of House and delayed broadcast speakers through Back of House Mixer.

⁴ Basic House Stage Lighting set prior to event - i.e. no dynamic lighting or technician provided.

⁵ The AV officer will handle setup, operation, and basic troubleshooting of Council owned equipment during the event

Included Equipment in Sound System Package

- Public Address system (speakers)
- In-house mixing console
- Amplifiers and FX units
- Four microphones (2 wired, 2 wireless)
- Projector Hire (Audio and Video)
- Dedicated AV Support Officer

2024/25 Fees & Charges Sound System Package



FAQ's and Additional Information

Recommendations

Organise a site visit during the planning stages to understand the space's capabilities and limitations. Bring any devices to ensure compatibility with our system. If using an external contractor, your AV specialist should attend the site visit.

Bringing Additional AV Equipment

You may bring additional AV equipment with prior approval. You are responsible for setup, operation, and troubleshooting. All equipment must be compliant and tested according to our Conditions of Hire.

Responsibilities of Venue AV Officers

Our AV officers handle the setup and operation of venue audio and visual equipment. They will not operate or be responsible for additional equipment not owned by the Council.

Customising Lighting Setup

Before your event, our AV officer will set up the house stage lighting. Any additional or dynamic changes during the event are the responsibility of the event organiser. Extensive lighting setup may require an external technician.

Complex Audio/Visual Setup

For extensive setups beyond the venue's equipment, hire an external contractor. We can provide a list of familiar contractors upon request. This service must be arranged and paid for independently.

Qualifications for External Technicians.

External technicians must be experienced with audio and visual gear, including setup, operation, and troubleshooting. Damage to venue equipment or failure to return the system to its default state may result in a bond deduction.

Equipment Restrictions

Prohibited items include pyrotechnics, smoke machines, hazardous materials, and any equipment posing a safety risk. Contact our bookings staff with any questions about specific items.