BASIC AND HYBRID CONFERENCE EVENTS PACKAGES

Please find below the comprehensive breakdown of our AV equipment packages. These packages are suitable for events that host on-site audiences, off-site audiences, or a mix of both.

Additionally, every on-site attendee of our London office will have access to our free guest Wi-Fi.

**SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS**

<table>
<thead>
<tr>
<th>BASIC CONFERENCE PACKAGE</th>
<th>£300</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Included equipment and services:</strong></td>
<td></td>
</tr>
<tr>
<td>• Power sockets</td>
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<tr>
<td>• Mobile whiteboards</td>
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<tr>
<td>• Clicker</td>
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<tr>
<td>• Ceiling speakers</td>
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<tr>
<td>• Connectivity to two screens</td>
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<tr>
<td>• Two wireless handheld microphones</td>
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<td>• One wireless lapel microphone</td>
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<tr>
<td><strong>Additional equipment and services:</strong></td>
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<tr>
<td>• Laptop(s) at £ 50 an hour</td>
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<tr>
<td>• Technician support at £50 an hour</td>
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<tr>
<td>• Access to Zoom, Panopto, GoToWebinar for £100</td>
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<tr>
<td>• Various adapters at £5 each</td>
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</tbody>
</table>

**HYBRID CONFERENCE PACKAGE WITH WEBCASTING**

| £500 |
|--------------------------|------|
| **Included equipment and services:** |      |
| • Power sockets |      |
| • Mobile whiteboards |      |
| • Clicker |      |
| • Ceiling speakers |      |
| • Connectivity to two screens |      |
| • Two wireless handheld microphones |      |
| **Additional equipment and services:** |      |
| • Technician support at £50 an hour |      |
| • Various adapters at £5 each |      |
• One wireless lapel microphone
• Remote PTZ camera
• VoIP conference software; Zoom or Panopto
• Webcast recording

**VIDEO CONFERENCE VOIP PACKAGE**

*Suitable for boardroom-style conferences that require VoIP technology.*

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Ceiling speakers
• Connectivity to two screens
• Ceiling microphone(s)*
• Remote PTZ camera
• VoIP conference software; Zoom or Panopto
• Webcast recording

* Ceiling microphones are not fully functional; they work separately, but not together, we hope to rectify this shortly.

Additional equipment and services:
• Technician support at £50 an hour
• Various adapters at £5 each

**DEDICATED WI-FI NETWORKS**

If you require dedicated Wi-Fi for your event, we can offer the following speeds:
• 20Mb for £100
• 30Mb for £150

**THE FLOWERS AND GILL ROOM**

Suitable for up to 45 delegates in theatre-style formation. **Capacity is currently limited to up to 8 delegates in theatre-style formation due to COVID restrictions**

**SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS**

**BASIC CONFERENCE PACKAGE**

*Suitable for conferences that do not require VoIP technology.*

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker

Additional equipment and services:
• Laptop(s) at £50 an hour
• Technician support at £50 an hour
• Connectivity to one screen

• Access to Zoom, Panopto, GoToWebinar for £100

• Various adapters for hire at £5 each

HYBRID CONFERENCE PACKAGE WITH WEBCASTING

£200

Suitable for conferences that require VoIP technology.

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Laptop
• Connectivity to one screen
• One USB wireless lapel microphone or USB wireless handheld microphone.
• One USB webcam with tripod.
• VoIP conference software; Zoom or Panopto
• Webcast recording

Additional equipment and services:
• Technician support at £50 an hour
• Various adapters for hire at £5 each

VIDEO CONFERENCE VOIP PACKAGE

£200

Suitable for boardroom-style conferences that require VoIP technology.

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Laptop
• Connectivity to one screen
• Four satellite microphones
• VoIP conference software; Zoom or Panopto
• Webcast recording

Additional equipment and services:
• Technician support at £50 an hour
• Various adapters for hire at £5 each

DEDICATED WI-FI NETWORKS

If you require dedicated Wi-Fi for your event, we can offer the following speeds:
• 20Mb for £100
• 30Mb for £150

CONTINUES ON NEXT PAGE
SEPARATE ROOMS

THE SPARK JONES ROOM

Suitable for up to 45 delegates in theatre-style formation. Capacity is currently limited to up to 14 delegates in theatre-style formation due to COVID restrictions.

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

BASIC CONFERENCE PACKAGE

Suitable for conferences that do not require VoIP technology.

£150

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker
- Ceiling speakers
- Connectivity to one screen
- One wireless handheld microphone
- One wireless lapel microphone

Additional equipment and services:
- Laptop(s) at £50 an hour
- Technician support at £50 an hour
- Access to Zoom, Panopto, GoToWebinar for £100
- Various adapters for hire at £5 each

HYBRID CONFERENCE PACKAGE WITH WEBCASTING

Suitable for conferences that require VoIP technology.

£250

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker
- Laptop
- Ceiling speakers
- Connectivity to one screen
- One wireless handheld microphone
- One wireless lapel microphone
- Remote PTZ camera
- VoIP conference software; Zoom or Panopto
- Webcast recording

Additional equipment and services:
- Technician support at £50 an hour
- Various adapters for hire at £5 each

VIDEO CONFERENCE VOIP PACKAGE

Suitable for boardroom-style conferences that require VoIP technology.

£250

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker
- Laptop
- Ceiling speakers
- Connectivity to one screen
- One wireless handheld microphone
- One wireless lapel microphone
- Remote PTZ camera
- VoIP conference software; Zoom or Panopto
- Webcast recording

Additional equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Laptop
• Ceiling speakers
• Connectivity to one screen
• Ceiling microphone
• Remote PTZ camera
• VoIP conference software; Zoom or Panopto
• Webcast recording
• Technician support at £50 an hour
• Various adapters for hire at £5 each

DEDICATED WI-FI NETWORKS
If you require dedicated Wi-Fi for your event, we can offer the following speeds:

• 20Mb for £100
• 30Mb for £150

THE SHIRLEY ROOM
Suitable for up to 45 delegates in theatre-style formation. Capacity is currently limited to up to 14 delegates in theatre-style formation due to COVID restrictions*

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

BASIC CONFERENCE PACKAGE
Suitable for conferences that do not require VoIP technology.

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Ceiling speakers
• Connectivity to one screen
• One wireless handheld microphone

£150

Additional equipment and services:
• Laptop(s) at £50 an hour
• Technician support at £50 an hour
• Access to Zoom, Panopto, GoToWebinar for £100
• Various adapters for hire at £5 each

HYBRID CONFERENCE PACKAGE WITH WEBCASTING
Suitable for conferences that require VoIP technology. *Presentation and audio only

Included equipment and services:
• Power sockets
• Mobile whiteboard

£200

Additional equipment and services:
• Technician support at £50 an hour
• Various adapters for hire at £5 each
THE FLOWERS ROOM

Suitable for up to 12 delegates in theatre-style formation. Capacity is currently limited to up to 5 delegates in theatre-style formation due to COVID restrictions*

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

VIDEO CONFERENCE VOIP PACKAGE

Suitable for boardroom-style conferences that require VoIP technology. * Restricted webcam-view

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker
- Laptop
- Ceiling speakers
- Connectivity to one screen
- Ceiling microphone
- USB webcam located below screen
- VoIP conference software; Zoom or Panopto
- Webcast recording

Additional equipment and services:
- Technician support at £50 an hour
- Various adapters for hire at £5 each

DEDICATED WI-FI NETWORKS

If you require dedicated Wi-Fi for your event, we can offer the following speeds:
- 20Mb for £100
- 30Mb for £150

THE FLOWERS ROOM

Simple Audio or Video Conference Solutions

BASIC CONFERENCE PACKAGE

Suitable for smaller boardroom-style conferences that do not require VoIP technology.

Included equipment and services:
- Power sockets

Additional equipment and services:
- Laptop(s) at £50 an hour
• Mobile whiteboard
• Clicker
• Connectivity to one screen

• Technician support at £50 an hour
• Access to Zoom, Panopto, GoToWebinar for £100
• Various adapters for hire at £5 each

VIDEO CONFERENCE VOIP PACKAGE £150

Suitable for smaller boardroom-style conferences that require VoIP technology.

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Laptop
• Connectivity to one screen
• Four satellite microphones
• One USB webcam with tripod.
• VoIP conference software; Zoom or Panopto
• Webcast recording

Additional equipment and services:
• Technician support at £50 an hour
• Various adapters for hire at £5 each

DEDICATED WI-FI NETWORKS

If you require dedicated Wi-Fi for your event, we can offer the following speeds:
• 20Mb for £100
• 30Mb for £150

THE GILL ROOM

Suitable for up to 12 delegates in theatre-style formation. Capacity is currently limited to up to 5 delegates in theatre-style formation due to COVID restrictions

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

BASIC CONFERENCE PACKAGE £100

Suitable for boardroom-style conferences that do not require VoIP technology.

Included equipment and services:
• Power sockets
• Mobile whiteboard
• Clicker
• Connectivity to one screen

Additional equipment and services:
• Laptop(s) at £50 an hour
• Technician support at £50 an hour
• Access to Zoom, Panopto, GoToWebinar for £100
• Various adapters for hire at £5 each

VIDEO CONFERENCE VOIP PACKAGE £150
Suitable for boardroom-style conferences that require VoIP technology.

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker
- Laptop
- Connectivity to one screen
- Four satellite microphones
- One USB webcam with tripod.
- VoIP conference software; Zoom or Panopto
- Webcast recording

Additional equipment and services:
- Technician support at £50 an hour
- Various adapters for hire at £5 each

DEDICATED WI-FI NETWORKS

If you require dedicated Wi-Fi for your event, we can offer the following speeds:
- 20Mb for £100
- 30Mb for £150

THE WILKES ROOM

Suitable for up to 8 delegates in boardroom-style formation. Capacity is currently limited to up to 4 delegates in boardroom-style formation due to COVID restrictions

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

BASIC CONFERENCE PACKAGE

Suitable for boardroom-style conferences that do not require VoIP technology.

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker
- Connectivity to one screen

Additional equipment and services:
- Laptop(s) at £50 an hour
- Technician support at £50 an hour
- Access to Zoom, Panopto, GoToWebinar for £100
- Various adapters for hire at £5 each

VIDEO CONFERENCE PACKAGE

Suitable for boardroom-style conferences that require VoIP technology.

Included equipment and services:
- Power sockets
- Mobile whiteboard
- Clicker

Additional equipment and services:
- Technician support at £50 an hour
- Various adapters for hire at £5 each
• Laptop
• Connectivity to one screen
• Four satellite microphones
• One USB webcam with tripod.
• VoIP conference software; Zoom or Panopto
• Webcast recording

DEDICATED WI-FI NETWORKS

If you require dedicated Wi-Fi for your event, we can offer the following speeds:

• 20Mb for £100
• 30Mb for £150

THE TURING POD

Suitable for up to 4 delegates in boardroom-style formation. **Capacity is currently limited to up to 2 delegates in boardroom-style formation due to COVID restrictions**

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

BASIC CONFERENCE PACKAGE

*Suitable for boardroom-style conferences that do not require VoIP technology.*

Included equipment and services:

• Power sockets
• Clicker

INCLUDED IN ROOM HIRE

Additional equipment and services:

• Laptop(s) at £50 an hour
• Technician support at £50 an hour
• Access to Zoom, Panopto, GoToWebinar for £100
• Various adapters for hire at £5 each

VIDEO CONFERENCE PACKAGE

*Suitable for boardroom-style conferences that require VoIP technology.*

Included equipment and services:

• Power sockets
• Clicker
• Laptop
• Four satellite microphones
• VOIP conference software; Zoom or Panopto
• Webcast recording

£150

Additional equipment and services:

• Technician support at £50 an hour
• Various adapters for hire at £5 each
DEDICATED WI-FI NETWORKS
If you require dedicated Wi-Fi for your event, we can offer the following speeds:

- 20Mb for £100
- 30Mb for £150

THE LOVELACE ROOM
Suitable for up to 2 delegates in boardroom-style formation. Capacity is currently limited to up to 2 delegates in boardroom-style formation due to COVID restrictions

SIMPLE AUDIO OR VIDEO CONFERENCE SOLUTIONS

<table>
<thead>
<tr>
<th>BASIC CONFERENCE PACKAGE</th>
<th>PRICES</th>
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<tbody>
<tr>
<td>Suitable for boardroom-style conferences that do not require VoIP technology.</td>
<td>£50</td>
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</tbody>
</table>

Included equipment and services:

- Power sockets
- Clicker
- Connectivity to one screen

Additional equipment and services:

- Laptop(s) at £50 an hour
- Technician support at £50 an hour
- Access to Zoom, Panopto, GoToWebinar for £100
- Various adapters for hire at £5 each

VIDEO CONFERENCE PACKAGE

<table>
<thead>
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<tbody>
<tr>
<td>Suitable for boardroom-style conferences that require VoIP technology.</td>
<td>£150</td>
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</tbody>
</table>

Included equipment and services:

- Power sockets
- Clicker
- Laptop
- Four satellite microphones
- VoIP conference software; Zoom or Panopto
- Webcast recording

Additional equipment and services:

- Technician support at £50 an hour
- Various adapters for hire at £5 each

DEDICATED WI-FI NETWORKS
If you require dedicated Wi-Fi for your event, we can offer the following speeds:

- 20Mb for £100
- 30Mb for £150