

# SOUTHBANK CENTRE

## VENUE HIRE

# St Paul's Pavilion

Conference / Meeting Production Package 2023 – 2024

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### Package Specification

#### VISION

Two 75" LCD Smart Screen Whiteboards  
Up to two media sources  
(laptops, media player)  
Seamless switcher

\*Additional small screens available on request  
as necessary

\*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  
Two radio mics  
Audio recording of the event (please request  
in advance)

#### STAGING/LIGHTING

Lectern  
Top table  
Low level (200mm) stage  
Six uplighters and lights on pillars in colour  
of choice

#### PERSONNEL

Sound technician to set up and operate  
AV technician to set up and operate  
Technicians will be ready to meet the event  
organiser at 0830 for an event start time of 0900.

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### Typical Extras

(subject to availability)

Hand held or lavalier radio mics (each)..... £70  
Headset radio mics (each)..... £85  
Mastercue system ..... £60

If you require an earlier set-up time or your  
event becomes more complex than what is  
offered within the package, a pre-rig charge of  
£450 per technician will apply. Please confirm  
requirements with your Event Manager.

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### Production Notes

Our Production department requires a full list of  
technical requirements from the client 2 weeks  
in advance of the event to ensure sufficient time  
for all technical facilities to be set up.

All prices are quoted excluding VAT

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### Contact Us

For further details please contact  
the Events Team:

events@southbankcentre.co.uk  
southbankcentre/venuehire  
020 7921 0702

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**Package cost per day..... £2320**

(in addition to room hire)