



ROYAL ARMOURIES CONNECT 2023

ROYAL ARMOURIES

Witness | Guardian | Expert | Leader

INTERNET, SCREENS AND DISPLAYS

RATE CARD

INTERNET SERVICES

PREMIUM WIRELESS INTERNET CONNECTION	
Dedicated WiFi: - 1x Custom SSID - 50Mbps Upload/Download - Bandwidth Upgrades Available	£595
HARD WIRED CONNECTION	
Wired Connection behind the RA Firewall: - Web filtering/blocks applied - 1x Connection only - 50 Mbps Upload/Download - Bandwidth Upgrades Available	£420
Wired Connection outside the RA Firewall: - Completely un-restricted - 1x Connection only - Bandwidth Upgrades Available	£455
ADDITIONAL EQUIPMENT & SERVICES	
DHCP Router rental to allow up to 4x additional wired connections	£175
1x Additional WiFi SSID (Sharing Bandwidth with the first SSID)	£85
1x Additional WiFi SSID (Dedicated Bandwidth 50Mbps)	£292.50
Firewall Can be configured to your requests	£280
Wired Connections – 1 extra wired connection	£255
LIVE EVENT SUPPORT – PER DAY	
Dedicated IT Engineer/Technician - On site all day to support any connections provided	£840

SCREENS & MEDIA PLAYERS

	1 Day	2 Days	3 Days
55 inch LED	£240	£420	£545
46 inch LED	£210	£350	£465
32 inch LCD	£170	£285	£365
22 inch LCD	£100	£185	£260

Other screens up to 103 inch also available.

All screens 32 inch and above with a Unicol stand and glass shelf. HDMI and VGA cables supplied.

All screens have USB ports. Please email venuehire@armouries.org.uk for further information

KIOSKS, STANDS, DISPLAYS

	1 Day	2 Days	3 Days
Touchpillar	£550	£610	£670
4 - Way iPad Stand	£300	£320	£340
Powered iPad	£170	£285	£365
Stand	£80	£100	£120
Curved iPad Stand	£70	£90	£110
Apple iPad	£70	£90	£110

LAPTOPS AND PRINTERS

	1 Day	2 Days	3 Days
Windows Laptop	£140	£240	£340
Windows Tablet	£60	£80	£95
Colour Laser	£170	£285	£365
Printer	£120	£145	£160
Curved iPad Stand	£70	£90	£110
Apple iPad	£70	£90	£110

TELECOMS

IP/Analogue Line / Phone per event	£50
Conference Telephone	£90
ISDN – 2 Line	£250

CLEANING

Stand Cleaning	1 Day	2 Days	3 Days
Per Stand	£20	£40	£60



TERMS & CONDITIONS

STANDARD TERMS AND CONDITIONS

'The venue' refers to The Royal Armouries and New Dock hall.

'The Customer' refers to the authorised signatory to invoice for hire of equipment and/or services.

'Event' means the event for which the customer is to hire the Venue.

'Event Date' means the first date of the hire period detailed on the Hire Agreement.

1. The exact cost of hiring any equipment or service (including labour charges) will be calculated after the Event in accordance with the unit rate, quantity and number of days or hours in the cost estimate, (errors and omissions excepted).

- a. The prices quoted are exclusive of VAT.
- b. The Venue reserves the right to surcharge for amendments to requirements made within five working days of the commencement of the hire period.
- c. Each estimate is customised and cannot be subdivided.
- d. We can only guarantee availability on any equipment and labour authorised more than 5 working days prior to the event. Any equipment and labour supplied within 5 working days of the event could be subject to extra costs.

2.

- a. Any equipment hired to the Customer will be operated during the Event by staff employed by the Venue.
- b. Equipment hired for use in the Venue may not be operated during the Event by the Customer.
- c. The Customer agrees to make good any damage or loss to equipment which is operated if paragraphs 2a and 2b are not followed.
- d. The Customer agrees to make good any damage or loss (however caused) to equipment which is hired to the Customer for use outside the Venue.
- e. The Venue agrees to replace or repair any equipment hired to the Customer which is found to be defective or faulty.

3. The Venue restricts the use of single or multi-channel radio microphone systems because of the possibility of cross-channel interference between floors and differing events. We utilise and reserve radio microphone channels and frequently hire in additional channels. Permission must be obtained first from the Venue's Production Manager by an outside production house, media organisation, or customer, wishing to use radio microphones. The in-house licensed and reserved frequencies are: 550.600, 551.200, 551.800, 552.400, 553.000, 553.600, 554.200, 554.800, 555.400, 556.000, 556.600, 557.200, 557.800, 558.400, 559.000, 559.600, 560.200, 560.800, 561.400, 562.000, 562.600, 563.200, 622.525, 623.575, 626.100, 627.250, 629.025, 629.450, 630.375, 631.500, 632.250, 633.150, 634.350, 635.150, 636.150, 636.750, 637.450, 637.850, 644.850, 647.000, 647.450, 648.950, 651.450, 653.000, 653.300, 656.750, 659.100, 659.950, 661.350, 661.850, 662.925, 665.300, 667.325, 667.950, 687.300, 687.900, 688.500, 689.100, 689.700, 690.300, 690.900, 691.500, 692.100, 692.700

We do not advise using frequencies on Channel 38 as this has been known to give problems in the Leeds area. If radio microphones are to be brought into the Venue by any third party, a list of frequencies must be submitted to the AV & Facilities Manager with a copy of the associated OFCOM licence.

4. The Venue reserves the right to substitute alternative equipment and/or services where original equipment and/or services are unobtainable or inappropriate or not able to be used.

- 5.** The Venue reserves the right to charge a deposit in respect of any equipment or service to be provided by the Venue.
- 6.** The Customer agrees to pay the Venue a cancellation charge amounting to:
- 50% of the total estimated cost of the hire if the Event is cancelled within five days before the Event date; or
 - The total estimated cost of the hire if the Event is cancelled within 48 hours before the Event date.
- 7.** If the customer postpones their event following the signing of their cost estimate, then any costs incurred by Royal Armouries LIVE will be chargeable.
- 8.** Additional equipment and/or services requested immediately prior to, or during an Event must be paid for by the Customer or authorised signatory on an additional request form, on which the additional prices will be clearly shown.
- 9.**
- The Customer warrants to the Venue that he/she is entitled to the copyright, or is authorised by the Copyright owner in respect of, any material which he/she intends to transmit, record, broadcast, re-broadcast or project audibly and/or visually.
 - The Customer agrees to indemnify the Venue in respect of any claim for any breach of copyright caused by the transmission, recording, broadcasting, re-broadcasting or audible and/or visual projection by the Customer of any material on or by means of equipment hired to him/her by the Venue.
- 10.**
- The Venue will not accept responsibility for disruption and inconvenience to, or the ruination of an Event and/or presentation where sub-standard slide materials and/or poor quality video playback material, have been presented to a technician for projection.
 - The Venue can accept no responsibility for delays or non-arrival of electronically mailed presentations or for corruptions/errors during electronic transit. The Customer agrees that the Venue will not be held responsible for failure to notify speakers and/or slide/video users of the minimum acceptable standards, or failure to gain their precise requirements, or for the unforeseen requirements of late- arriving speakers and/or slide/video users.
 - The Customer agrees that the Venue shall not be liable for any damage and/or loss to any media - including originals and one-off materials, unless the damage and/or loss is caused by the negligence of the Venue or its staff. 'Media' for the purpose includes any slides, computer software, graphics, originals and artwork.
- 11.** All estimates for sets and staging are for the hire of said items, not for their purchase.
- 12.** All estimates, contracts, plans, models, artwork, samples and specifications prepared by or ordered through the Venue remain confidential between the Venue and Customer and are not to be passed to a third party for a competitive bid.
- 13.** Charges are levied for access to the Venue's technical areas and for use of the Venue internal cabling network. Use of technical areas is only permitted under the supervision of Venue staff for which a charge will be made. Simultaneous Interpretation Booths are normally included in the above arrangement and are not available for use other than for interpretation.
- 14.** A 7% project management fee will be levied on each Event.
- 15.** Production companies working with Venue crew and equipment or third party suppliers will be required to sign a document stating clear lines of authority throughout the hire period and must deal entirely with the Venue Production Manager and/or designated authority in the direction of Venue audio-visual staff. The Customer agrees that any person employed or authorised by him/her to deal with any equipment or service in relation to the Event shall comply with any direction or instruction given to him/her in relation to the use of any equipment by the staff employed by the Venue.
- When working with production companies our practice is not to 'mix and match' responsibilities ie each crew will be responsible for a defined discipline eg sound, lights or projection rather than sharing it as a joint responsibility. The Venue and the production company will only be authorized to operate the equipment supplied by the respective parties.
- 16.** The Venue agrees to use its best endeavours to provide the equipment and perform the services specified in relation to the Event. The Venue does not however accept any liability for any failure to provide equipment or perform services where that failure is beyond the reasonable control of the Venue or its authorised agents. Royal Armouries and New Dock Hall Venue Live staff.

17. The Venue does not accept any liability for any loss or damage which arises directly or indirectly out of the use of the equipment or the performance (unless such loss arises from the negligence of the Venue or its staff). The Customer agrees to indemnify the Venue against any claim for any such loss or damage.

18. Hired equipment remains at all times the property of the Venue. The Customer shall not sell, or offer for sale, assign, mortgage or pledge the equipment or any part or parts thereof and the Customer will keep the equipment in their own possession for their own use and will not allow any lien or other encumbrance to be created in respect of the same. The Venue reserves the right to take steps to recover equipment from premises or in possession of the Customer and/or representative(s) where the hire thereof is terminated by non-compliance with any one or more of these conditions.

19. The client is responsible for their software and hardware used in events and the Venue will be responsible for theirs.

