



### EQUIPMENT HIRE

All Conference Rooms are equipped with WiFi internet access **at no additional charge**  
The name of the network is BW Ivy Hill and the password is Ivyhillhotel

Flip Chart & Pad	<b>£10.00 per day</b>	Projector Screen	<b>£10.00 per day</b>
Photocopies & printing	<b>£0.25 per page</b>	LCD High-res Projector & Screen	<b>£50.00 per day</b>
Projection to 3 x 65" 4K UHD TV's (Via HDMI connection, including sound, through our Bose A/V system)	<b>£100.00 per day</b> <b>Margaretting Suite only</b>	Radio Microphone	<b>£25.00 per day</b>
		Portable PA / Microphone	<b>£25.00 per day</b>

LCD Projectors connect to a PC via HDMI cables only, they do NOT have VGA or MacBook Connections.  
Adaptors from MacBook Mini DisplayPort to HDMI may be available but we cannot guarantee they will work.

A £10.00 Charge is made for use of our cables / adaptors which is refunded on their safe return.

All prices quoted are for In-house equipment only, if we have to hire in from external suppliers the full cost will be charged. We will be happy to provide a quote on request for any other A/V equipment.

### CONFERENCE ROOM AV SPECIFICATIONS

#### Highwood Room

This room has a ceiling mounted pull down 6' screen at one end which can be used in conjunction with one of our LCD Projectors. The room has no built-in audio amplification.

#### Ivy 1 & 2 / Ivy Suite

These rooms, individually or combined, can accommodate portable projection screens (4' or 5') which can be used in conjunction with one of our LCD Projectors.

The rooms have no built-in audio amplification but when combined may utilise our portable PA / Microphone for connection to a wired, hand held microphone or connection to a PC or music source via a standard 3mm phono jack (cable provided).

#### Margaretting Suite

This room has recently been upgraded to provide a number of AV alternatives;

TV Projection; connection to our 65" UHD TVs is made into the wall sockets provided via an HDMI cable ONLY, this will also carry sound from your source PC and playback out of our Bose music system ceiling speakers.  
NB It is not possible to connect from a VGA port on a PC to this system.

Adaptors from MacBook Mini DisplayPort to HDMI may be available but we cannot guarantee they will work.

LCD Projector; It is still possible to project from an LCD projector onto a portable screen within this room.

DVD Playback; this is possible over the 3 TVs however access to our AV rack is done by our staff only.

USB drive playback; this is possible, again access to our AV rack is done by our staff only.

Live Digital Terrestrial TV; is possible, again access to our AV rack is done by our staff only.

Microphones; Wired and Wireless microphones are available when pre-booked to play over our system.

iPod / MP3 music playback; connection is made into the wall socket via the provided 3mm phono cable.

To be read in conjunction with our Terms & Conditions.

All of our prices include VAT at the current rate, except for Conference Room Hire charges which are exempt from VAT  
Prices valid until 31<sup>st</sup> December 2019, but subject to change without notice.

#### **Ivy Hill Hotel**

