



# HONG KONG ACADEMY OF MEDICINE

## 2021 Rates for Meeting Facilities

Venue	Floor	GFA (M <sup>2</sup> )	Seating Capacity (Theatre Style)	2021 RATES (in HK\$)	
				Exhibitions per 4-hr session	Meeting/Event per 4-hr session
Pao Yue Kong Auditorium	G/F	270	252		9,300
Lim Por Yen Lecture Theatre	G/F	270	259		9,300
Exhibition Hall & Foyer	G/F	810		23,990	16,580
Run Run Shaw Hall	1/F	739	400		17,900
Function Room 1	2/F	124	90		2,810
Function Room 2	2/F	124	80		2,810
James Kung Meeting Room	2/F	110	70		2,540
FYSK Meeting Room 1	2/F	34	20		840
FYSK Meeting Room 2	2/F	38	30		890
Banquet Room 1	3/F	36	24		840
Banquet Room 2	3/F	65	30		1,520
VIP Room	3/F	55	20		1,310
David Todd Board Room	3/F	20			5,000
Room 501	5/F	36	10		1,040
Room 502	5/F	22	10		540
Room 503	5/F	22	10		540
Room 504	5/F	21	10		540
Room 505	5/F	19	10		540
Room 506	5/F	26	10		540
Room 507	5/F	25	10		540
Room 508	5/F	27	10		540
Room 509	5/F	24	10		540
Room 510	5/F	27	10		540
Room 511	5/F	25	10		540
Room 512	5/F	27	10		540
Room 513	5/F	30	10		540
Meeting Room 903	9/F	32	25		780
Meeting Room 904	9/F	32	25		780



## Meeting Facilities in HKAM Jockey Club Building 2021 Equipment / Technical Services / Furniture Booking Form

Organisation : \_\_\_\_\_  
 Function Venue : \_\_\_\_\_  
 Contact Person : \_\_\_\_\_ Date Required : \_\_\_\_\_  
 Tel No. : \_\_\_\_\_ Fax No. : \_\_\_\_\_  
 Email : \_\_\_\_\_

Please indicate the needed quantity and specify the date/time required:

ICT/AV Equipment	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Laptop Computer	\$550	\$610		
iPad	\$550	\$610		
Wireless Keyboard / Mouse	\$110	\$120		
All-in-One Printer (print, copy, fax, and scan)	\$610	\$720		
Webcam (HD quality)	\$240	\$290		
Presenter	\$130	\$150		
Laser Pointer	\$60	\$70		
Tel/Fax Line	\$190	\$220		
Conference Phone	\$610	\$720		
Walkie Talkie	\$110	\$120		
49" LED Display	\$610	\$720		
LCD Projector	\$730	\$860		
Portable Screen	\$460	\$550		
Visualizer	\$460	\$550		
VGA to HDMI Converter	\$130	\$150		
Wireless Presentation System	\$610	\$720		
Wireless Handheld Microphone	\$240	\$290		
Clip / Earset Microphone	\$290	\$330		
Digital Countdown Timer	\$110	\$120		
Video Camera	\$460	\$550		
<b>TOTAL CHARGE (HK\$)</b>				

Professional AV Equipment	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Conference Microphone System (10 mics)	\$1,700	\$2,020		
Additional Conference Mic	\$130	\$150		
HDMI Cable (10M)	\$190	\$220		
HDMI Extender	\$450	\$550		
Video Mixer	\$490	\$600		
Audio Recorder / Interface	\$260	\$310		
Audio Mixer	\$720	\$860		
Speaker (w/ stand)	\$720	\$860		



Music Instrument and peripherals	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours Before event	Order during event period		
Piano - Yamaha C6 Grand	\$6,820	-		
Amplifier - Fender Blues Deluxe for Guitar	\$730	\$860		
Amplifier - Fender Champion 100 Combo for Guitar	\$360	\$430		
Amplifier - AMPEG Portaflex PF350 w/ 2x10 Cab for Bass Guitar	\$510	\$610		
Microphone – Shure SM58 w/ Stand	\$240	\$290		
Microphone – Shure SM57 w/ Stand	\$160	\$180		
Microphone – AKG C414 XLII w/ Stand	\$620	\$730		
Mic Stand	\$80	\$80		
Music Stand	\$80	\$80		
Mic/Jack Cable (10M)	\$60	\$60		
Audio Direct Input Box	\$190	\$220		
TOTAL CHARGE (HK\$)				

Temporary PA System <i>Technician standby must be opted to cover the operation time</i>	Per Day	Quantity	Date / Time Required (From - To)
Basic Package Included 2 x Speaker, 2 x Wireless Mic, 1 x CD Player	\$1,700 per setup		
Extra Speaker	\$530 per setup		
Extra Microphone (Wireless or Wired)	\$240 per setup		
TOTAL CHARGE (HK\$)			

Video-conferencing and Webinar Service Package	Per 4-hrs session	Quantity	Date / Time Required (From - To)
Video-conference for Meeting	\$4,800		
Live Streaming on Social Media/ Webinar	\$12,000		
TOTAL CHARGE (HK\$)			

Live Signal Overthrow <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	Per 4-hrs session	Quantity	Date / Time Required (From - To)
In-room Sound Feed <i>Available in RRS Hall/LPY/PYK/FRI/FR2/JK only</i>	\$210/venue		
Overflow Video/Audio to another venue <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	\$1,700/venue		
TOTAL CHARGE (HK\$)			



Technical Services	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
<b>Recording Service</b>				
Video Recording Service	\$910 per input source	\$1,130 per input source		
<b>Internet Service</b>				
Device Connection	\$80 per device	\$110 per device		
Dedicated 10 Mbps Bandwidth	\$1,140	---		
<b>WiFi Service</b>				
Dedicated WiFi Network	\$130 per venue	\$180 per venue		
<b>File Sharing Service</b>				
File Server	\$630	---		
Device Connection (Internet Service Included)	\$90 per device	\$130 per device		
<b>TOTAL CHARGE (HK\$)</b>				

Technician Standby	Per 4-hrs session		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Weekdays except Public Holidays	\$1,700	\$2,030		
Weekends and Public Holidays	\$2,820	\$3,380		
Overtime	\$510 per hour	\$620 per hour		
<b>TOTAL CHARGE (HK\$)</b>				

Technical Miscellaneous	Per Day	Quantity	Date / Time Required (From - To)
Power Extension Cord (4 sockets)	\$40		
32Amp 3 Phase Electricity Supply	\$1,900 per socket		
<b>TOTAL CHARGE (HK\$)</b>			

Furniture	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours Before event	Order during event period		
Flipchart	\$110	\$120		
White Board	\$90	\$100		
Poster Board	\$140	\$160		
Poster Board with Spot Light	\$160	\$180		
Exhibition Set	\$1,430	\$1,710		
Table	\$120	\$150		
Chair	\$110	\$120		
Stage Platform	\$130	\$150		
Seat Cover	\$80	\$90		
<b>TOTAL CHARGE (HK\$)</b>				



Section	Total Amount
ICT/AV Equipment	
Professional AV Equipment	
Music Instrument and peripherals	
Temporary PA System	
Tele/Video-conferencing and Webinar Service Package	
Live Signal Overflow	
Technical Services	
Technician Standby	
Technical Miscellaneous	
Furniture	
GRAND TOTAL (HK\$)	

Remarks

1. Supply are subject to availability.
2. Additional software applications to be installed on the laptop computer or iPad are subject to approval. An extra charge may be applied for testing and commissioning.
3. Equipment/Furniture should always be used in accordance with any safety instructions available for it.
4. Users are not allowed to use the equipment/furniture outside the designated locations unless special approval is obtained from the Academy.
5. Users should stop using the equipment/furniture if there is any malfunction or damage, and report to the HKAM technical staff on duty immediately.
6. If any damages is found in the equipment/furniture or loss of the Academy's property, the organisers / guests shall be liable for the repair or replacement cost involved.
7. Other equipment/furniture may be hired as requested from outside suppliers. However, sufficient notice must be given to allow the provision of such equipment/furniture.
8. If the equipment/furniture or technical services booking is cancelled within 14 days before the commencement of the hire period, a 50% cancellation fee will apply in addition to any charge by outside suppliers for the cancellation.
9. The Academy reserves the right of final decision on equipment loan / provision of technical services and the right to claim compensation for any damage, loss of equipment and cancellation of booking.

02.01.2020