

Audio visual meeting & presentation rooms

EXCEL
LONDON
Valid on events from 1st January - 31st December 2023

Projection & screen options (South Gallery Rooms)

	QTY	No. of days	Cost (per day)	Total cost
All projectors are ceiling mounted unless requested otherwise (HDMI connection provided)				
5K lumens data projector			£225	
4.5K lumens data short-throw projector (only available in south gallery rooms 11-22)			£170	
65" LCD screen			£275	

PA systems

	QTY	No. of days	Cost (per day)	Total cost
PC audio (in built)			£57	
2 Speaker PA (inc AMP & Mixer)			£170	
4 Speaker PA (inc AMP & Mixer)			£227	

Microphones

	QTY	No. of days	Cost (per day)	Total cost
Wireless hand-held			£91	
Wired microphone with floor stand			£23	
Wireless lapel microphone			£91	
Wired table top microphone			£23	

Computers

	QTY	No. of days	Cost (per day)	Total cost
Windows PC with wireless keyboard (Microsoft Office and VLC media player installed)			£57	
Windows PC				
Laptop			£94	

Accessories

	QTY	No. of days	Cost (per day)	Total cost
Flip chart (Collapsible flip chart with either white board pens or flip chart markers & paper provided)				
Flip chart (with paper)			£28	
White board			£21	
Presentation clicker (1 x wireless presentation clicker with laser pointer)			£12	
Lecturn			£84	
Additional extension leads			£12	

Audio visual technicians

	QTY	No. of days	Cost (per hour)	Total cost
Dedicated show technician (On-call technician support is provided free of charge during normal working hours - subject to availability)				
Dedicated show technician (Cost shown is per 10 hours)			£356	
Additional hours for dedicated show technician (Over 10 hours)			£47	
On-call technician			£48	

SUB TOTAL
(excluding VAT)

£

20% VAT

£

TOTAL
(including VAT)

£

Summary of terms

- Delivery of orders cannot be guaranteed unless received 14 days before event tenancy.
- **Orders accepted after the cut-off date (14 days before first day of tenancy) attract a 20% surcharge per service.**
- ExCeL London will not be liable for any consequential or other direct or indirect loss suffered by the Customer howsoever caused.
- Refunds will ONLY be given if written cancellation is received not less than 14 days prior to tenancy (Subject to an administration charge).

Event details

Event title:

Stand Number and/or Room Name:

Exhibitor name:

Please tick if space only

Order contact details

First name:

Last name:

Job title:

Company:

Address:
.....

Country:

Post/zip code:

Telephone:

Email:

VAT ref:

Direct Mail Opt-in Please tick if you are a contractor

Invoice details

These are the details as they will appear on your invoice (this cannot be changed at a later date)

Same as order contact details:

Please complete this section if different from Order contact details.

First name:

Last name:

Job title:

Company:

Address:
.....

Country:

Post/zip code:

Telephone:

Email:

VAT ref:

Payment details

Payment Method: Bank Transfer

Credit Card (*Visa and Mastercard only*)

PO reference:

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