



HONG KONG ACADEMY OF MEDICINE

2024 Rates for Meeting Facilities

Venue	Floor	GFA (M ²)	Seating Capacity (Theatre Style)	2024 RATES (in HK\$)	
				Exhibitions per 4-hr session	Meeting/Event per 4-hr session
Pao Yue Kong Auditorium	G/F	270	252		10,670
Lim Por Yen Lecture Theatre	G/F	270	259		10,670
Exhibition Hall & Foyer	G/F	810		27,510	19,020
Run Run Shaw Hall	1/F	739	400		20,540
Function Room 1	2/F	124	90		3,240
Function Room 2	2/F	124	80		3,240
James Kung Meeting Room	2/F	110	70		2,930
FYSK Meeting Room 1	2/F	34	20		980
FYSK Meeting Room 2	2/F	38	30		1,030
Banquet Room 1	3/F	36	24		980
Banquet Room 2	3/F	65	30		1,750
VIP Room	3/F	55	20		1,510
David Todd Board Room	3/F	20			5,740
Digital Production Studio	3/F	32			5,090
Room 501	5/F	36	10		1,210
Room 502	5/F	22	10		630
Room 503	5/F	22	10		630
Room 504	5/F	21	10		630
Room 505	5/F	19	10		630
Room 506	5/F	26	10		630
Room 507	5/F	25	10		630
Room 508	5/F	27	10		630
Room 509	5/F	24	10		630
Room 510	5/F	27	10		630
Room 511	5/F	25	10		630
Room 512	5/F	27	10		630
Room 513	5/F	30	10		630
Meeting Room 903	9/F	32	25		920
Meeting Room 904	9/F	32	25		920



Meeting Facilities in HKAM Jockey Club Building 2024 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	\$640	\$720		
Wireless Keyboard / Mouse	\$140	\$150		
All-in-One Printer (print, copy, fax, and scan)	\$720	\$840		
Webcam (HD quality)	\$290	\$340		
Presenter	\$160	\$190		
Laser Pointer	\$90	\$100		
Tel/Fax Line	\$230	\$270		
Conference Phone	\$720	\$840		
Walkie Talkie w/ handsfree earphone	\$230	\$270		
22-24" LED Display	\$290	\$340		
49" LED Display	\$720	\$840		
55-60" LED Display	\$990	\$1,140		
LCD Projector	\$850	\$1,000		
Portable Screen	\$550	\$640		
Visualizer	\$290	\$340		
Wireless Presentation System	\$720	\$840		
Wireless Handheld Microphone	\$290	\$340		
Clip / Earset Microphone	\$340	\$390		
Digital Countdown Timer	\$140	\$150		
Video Camcorder	\$550	\$640		
Wireless Speakerphone	\$560	\$660		
Video bar	\$1,040	\$1,230		
TOTAL CHARGE (HK\$)				

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)	\$1,970	\$2,340		
Additional Conference Mic	\$160	\$190		
HDMI Cable (10M)	\$230	\$270		
HDMI Extender	\$530	\$640		
Video Mixer	\$580	\$700		
Audio Recorder / Interface	\$310	\$370		
Audio Mixer	\$840	\$1,000		
Speaker (w/ stand)	\$840	\$1,000		
PTZ Camera (w/ stand)	\$2,490	\$2,970		
PTZ Camera Controller	\$1,160	\$1,390		



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	\$7,840	-		
Amplifier - Fender Blues Deluxe for Guitar	\$850	\$1,000		
Amplifier - Fender Champion 100 Combo for Guitar	\$430	\$510		
Amplifier - AMPEG Portaflex PF350 w/ 2x10 Cab for Bass Guitar	\$600	\$720		
Microphone – Shure SM58 w/ Stand	\$290	\$340		
Microphone – Shure SM57 w/ Stand	\$200	\$220		
Microphone – AKG C414 XLII w/ Stand	\$730	\$850		
Mic Stand	\$110	\$110		
Music Stand	\$110	\$110		
Mic/Jack Cable (10M)	\$90	\$90		
Audio Direct Input Box	\$230	\$270		
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	\$1,970 per setup		
Extra Speaker	\$620 per setup		
Extra Microphone (Wireless or Wired)	\$290 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	\$5,520		
Live Streaming on Social Media/ Webinar	\$16,700		
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>	\$260/venue		
Overflow Video/Audio to another venue <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	\$1,970/venue		
TOTAL CHARGE (HK\$)			



Technical Services	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Recording Service				
Video Recording Service	\$1,050 per input source	\$1,310 per input source		
Internet Service				
Device Connection	\$110 per device	\$140 per device		
Dedicated 10 Mbps Bandwidth	\$1,320	---		
WiFi Service				
Dedicated WiFi Network	\$160 per venue	\$220 per venue		
File Sharing Service				
File Server	\$730	---		
Device Connection (Internet Service Included)	\$120 per device	\$160 per device		
TOTAL CHARGE (HK\$)				

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	\$1,970	\$2,350		
Weekends and Public Holidays	\$3,250	\$3,900		
Overtime	\$600 per hour	\$730 per hour		
TOTAL CHARGE (HK\$)				

Technical Miscellaneous	Per Day	Quantity	Date / Time Required (From - To)
Power Extension Cord (4 sockets)	\$70		
32Amp 3 Phase Electricity Supply	\$2,190 per socket		
TOTAL CHARGE (HK\$)			

Furniture	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours Before event	Order during event period		
Flipchart	\$140	\$150		
White Board	\$120	\$130		
Poster Board	\$170	\$200		
Poster Board with Spot Light	\$200	\$220		
Exhibition Set	\$1,660	\$1,980		
Table	\$150	\$190		
Chair	\$140	\$150		
Stage Platform	\$160	\$190		
Seat Cover	\$110	\$120		
TOTAL CHARGE (HK\$)				



Section	Total Amount
ICT/AV Equipment	
Professional AV Equipment	
Music Instrument and peripherals	
Temporary PA System	
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.

1 January 2024