



# HONG KONG ACADEMY OF MEDICINE

## 2023 Rates for Meeting Facilities

Venue	Floor	GFA (M <sup>2</sup> )	Seating Capacity (Theatre Style)	2023 RATES (in HK\$)	
				Exhibitions per 4-hr session	Meeting/Event per 4-hr session
Pao Yue Kong Auditorium	G/F	270	252		10,060
Lim Por Yen Lecture Theatre	G/F	270	259		10,060
Exhibition Hall & Foyer	G/F	810		25,950	17,940
Run Run Shaw Hall	1/F	739	400		19,370
Function Room 1	2/F	124	90		3,050
Function Room 2	2/F	124	80		3,050
James Kung Meeting Room	2/F	110	70		2,760
FYSK Meeting Room 1	2/F	34	20		920
FYSK Meeting Room 2	2/F	38	30		970
Banquet Room 1	3/F	36	24		920
Banquet Room 2	3/F	65	30		1,650
VIP Room	3/F	55	20		1,420
David Todd Board Room	3/F	20			5,410
Digital Production Studio	3/F	32			4,800
Room 501	5/F	36	10		1,140
Room 502	5/F	22	10		590
Room 503	5/F	22	10		590
Room 504	5/F	21	10		590
Room 505	5/F	19	10		590
Room 506	5/F	26	10		590
Room 507	5/F	25	10		590
Room 508	5/F	27	10		590
Room 509	5/F	24	10		590
Room 510	5/F	27	10		590
Room 511	5/F	25	10		590
Room 512	5/F	27	10		590
Room 513	5/F	30	10		590
Meeting Room 903	9/F	32	25		860
Meeting Room 904	9/F	32	25		860



## Meeting Facilities in HKAM Jockey Club Building 2023 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	\$600	\$670		
Wireless Keyboard / Mouse	\$130	\$140		
All-in-One Printer (print, copy, fax, and scan)	\$670	\$790		
Webcam (HD quality)	\$270	\$320		
Presenter	\$150	\$170		
Laser Pointer	\$80	\$90		
Tel/Fax Line	\$210	\$250		
Conference Phone	\$670	\$790		
Walkie Talkie w/ handsfree earphone	\$210	\$250		
22-24" LED Display	\$270	\$320		
49" LED Display	\$670	\$790		
55-60" LED Display	\$930	\$1,070		
LCD Projector	\$800	\$940		
Portable Screen	\$510	\$600		
Visualizer	\$270	\$320		
Wireless Presentation System	\$670	\$790		
Wireless Handheld Microphone	\$270	\$320		
Clip / Earset Microphone	\$320	\$360		
Digital Countdown Timer	\$130	\$140		
Video Camcorder	\$510	\$600		
Wireless Speakerphone	\$520	\$620		
Video bar	\$980	\$1,160		
<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)	\$1,850	\$2,200		
Additional Conference Mic	\$150	\$170		
HDMI Cable (10M)	\$210	\$250		
HDMI Extender	\$500	\$600		
Video Mixer	\$540	\$660		
Audio Recorder / Interface	\$290	\$340		
Audio Mixer	\$790	\$940		
Speaker (w/ stand)	\$790	\$940		
PTZ Camera (w/ stand)	\$2,340	\$2,800		
PTZ Camera Controller	\$1,090	\$1,310		



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	\$7,390	-		
Amplifier - Fender Blues Deluxe for Guitar	\$800	\$940		
Amplifier - Fender Champion 100 Combo for Guitar	\$400	\$480		
Amplifier - AMPEG Portaflex PF350 w/ 2x10 Cab for Bass Guitar	\$560	\$670		
Microphone – Shure SM58 w/ Stand	\$270	\$320		
Microphone – Shure SM57 w/ Stand	\$180	\$200		
Microphone – AKG C414 XLII w/ Stand	\$680	\$800		
Mic Stand	\$100	\$100		
Music Stand	\$100	\$100		
Mic/Jack Cable (10M)	\$80	\$80		
Audio Direct Input Box	\$210	\$250		
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	\$1,850 per setup		
Extra Speaker	\$580 per setup		
Extra Microphone (Wireless or Wired)	\$270 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	\$5,200		
Live Streaming on Social Media/ Webinar	\$15,750		
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>	\$240/venue		
Overflow Video/Audio to another venue <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	\$1,850/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	\$990 per input source	\$1,230 per input source		
Internet Service				
Device Connection	\$100 per device	\$130 per device		
Dedicated 10 Mbps Bandwidth	\$1,240	---		
WiFi Service				
Dedicated WiFi Network	\$150 per venue	\$200 per venue		
File Sharing Service				
File Server	\$680	---		
Device Connection (Internet Service Included)	\$110 per device	\$150 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	\$1,850	\$2,210		
Weekends and Public Holidays	\$3,060	\$3,670		
Overtime	\$560 per hour	\$680 per hour		
<b>TOTAL CHARGE (HK\$)</b>				

Technical Miscellaneous	Per Day	Quantity	Date / Time Required (From - To)
Power Extension Cord (4 sockets)	\$60		
32Amp 3 Phase Electricity Supply	\$2,060 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	\$130	\$140		
White Board	\$110	\$120		
Poster Board	\$160	\$180		
Poster Board with Spot Light	\$180	\$200		
Exhibition Set	\$1,560	\$1,860		
Table	\$140	\$170		
Chair	\$130	\$140		
Stage Platform	\$150	\$170		
Seat Cover	\$100	\$110		
<b>TOTAL CHARGE (HK\$)</b>				



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	
<b>GRAND TOTAL (HK\$)</b>	

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 2023