



# HONG KONG ACADEMY OF MEDICINE

## 2022 Rates for Meeting Facilities

Venue	Floor	GFA (M <sup>2</sup> )	Seating Capacity (Theatre Style)	2022 RATES (in HK\$)	
				Exhibitions per 4-hr session	Meeting/Event per 4-hr session
Pao Yue Kong Auditorium	G/F	270	252		9,580
Lim Por Yen Lecture Theatre	G/F	270	259		9,580
Exhibition Hall & Foyer	G/F	810		24,710	17,080
Run Run Shaw Hall	1/F	739	400		18,440
Function Room 1	2/F	124	90		2,900
Function Room 2	2/F	124	80		2,900
James Kung Meeting Room	2/F	110	70		2,620
FYSK Meeting Room 1	2/F	34	20		870
FYSK Meeting Room 2	2/F	38	30		920
Banquet Room 1	3/F	36	24		870
Banquet Room 2	3/F	65	30		1,570
VIP Room	3/F	55	20		1,350
David Todd Board Room	3/F	20			5,150
Room 501	5/F	36	10		1,080
Room 502	5/F	22	10		560
Room 503	5/F	22	10		560
Room 504	5/F	21	10		560
Room 505	5/F	19	10		560
Room 506	5/F	26	10		560
Room 507	5/F	25	10		560
Room 508	5/F	27	10		560
Room 509	5/F	24	10		560
Room 510	5/F	27	10		560
Room 511	5/F	25	10		560
Room 512	5/F	27	10		560
Room 513	5/F	30	10		560
Meeting Room 903	9/F	32	25		810
Meeting Room 904	9/F	32	25		810



## Meeting Facilities in HKAM Jockey Club Building 2022 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	\$570	\$630		
Wireless Keyboard / Mouse	\$120	\$130		
All-in-One Printer (print, copy, fax, and scan)	\$630	\$750		
Webcam (HD quality)	\$250	\$300		
Presenter	\$140	\$160		
Laser Pointer	\$70	\$80		
Tel/Fax Line	\$200	\$230		
Conference Phone	\$630	\$750		
Walkie Talkie w/ handsfree earphone	\$200	\$230		
22-24" LED Display	\$250	\$300		
49" LED Display	\$630	\$750		
55-60" LED Display	\$880	\$1,010		
LCD Projector	\$760	\$890		
Portable Screen	\$480	\$570		
Visualizer	\$250	\$300		
Wireless Presentation System	\$630	\$750		
Wireless Handheld Microphone	\$250	\$300		
Clip / Earset Microphone	\$300	\$340		
Digital Countdown Timer	\$120	\$130		
Video Camcorder	\$480	\$570		
<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)	\$1,760	\$2,090		
Additional Conference Mic	\$140	\$160		
HDMI Cable (10M)	\$200	\$230		
HDMI Extender	\$470	\$570		
Video Mixer	\$510	\$620		
Audio Recorder / Interface	\$270	\$320		
Audio Mixer	\$750	\$890		
Speaker (w/ stand)	\$750	\$890		
PTZ Camera (w/ stand)	\$2,220	\$2,660		
PTZ Camera Controller	\$1,030	\$1,240		



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	\$7,030	-		
Amplifier - Fender Blues Deluxe for Guitar	\$760	\$890		
Amplifier - Fender Champion 100 Combo for Guitar	\$380	\$450		
Amplifier - AMPEG Portaflex PF350 w/ 2x10 Cab for Bass Guitar	\$530	\$630		
Microphone – Shure SM58 w/ Stand	\$250	\$300		
Microphone – Shure SM57 w/ Stand	\$170	\$190		
Microphone – AKG C414 XLII w/ Stand	\$640	\$760		
Mic Stand	\$90	\$90		
Music Stand	\$90	\$90		
Mic/Jack Cable (10M)	\$70	\$70		
Audio Direct Input Box	\$200	\$230		
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	\$1,760 per setup		
Extra Speaker	\$550 per setup		
Extra Microphone (Wireless or Wired)	\$250 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	\$4,950		
Live Streaming on Social Media/ Webinar	\$15,000		
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>	\$220/venue		
Overflow Video/Audio to another venue <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	\$1,760/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	\$940 per input source	\$1,170 per input source		
Internet Service				
Device Connection	\$90 per device	\$120 per device		
Dedicated 10 Mbps Bandwidth	\$1,180	---		
WiFi Service				
Dedicated WiFi Network	\$140 per venue	\$190 per venue		
File Sharing Service				
File Server	\$650	---		
Device Connection (Internet Service Included)	\$100 per device	\$140 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	\$1,760	\$2,100		
Weekends and Public Holidays	\$2,910	\$3,490		
Overtime	\$530 per hour	\$640 per hour		
TOTAL CHARGE (HK\$)				

Technical Miscellaneous	Per Day	Quantity	Date / Time Required (From - To)
Power Extension Cord (4 sockets)	\$50		
32Amp 3 Phase Electricity Supply	\$1,960 per socket		
TOTAL CHARGE (HK\$)			

Furniture	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours Before event	Order during event period		
Flipchart	\$120	\$130		
White Board	\$100	\$110		
Poster Board	\$150	\$170		
Poster Board with Spot Light	\$170	\$190		
Exhibition Set	\$1,480	\$1,770		
Table	\$130	\$160		
Chair	\$120	\$130		
Stage Platform	\$140	\$160		
Seat Cover	\$90	\$100		
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 2022