

INFORMATION TECHNOLOGY SERVICES THE UNIVERSITY OF HONG KONG

For requesting Audio Visual Support Services [Form CF-44(EX)]

Information Technology Services (ITS) provides audio visual support services to departments. The current charging rate is tabulated below, and charges will be rounded up to the nearest hour/ four hours. These rates are subject to change without prior notice.

Please allow at least 10 working days for weekday service and at least 20 working days for support service on Saturday, Sunday, University and public holidays.

Services Charge

Per Technician requested for the purpose of, including but not limited to, Setup/Rehearsal/Standby/Equipment pack up/Equipment Testing

Hourly rate [HKD]	
Monday to Friday	
Office Hour (09:00-18:00) [GMT +8]	645/hour
Non-office Hour [^] (18:00-09:00,+1) [GMT +8]	965/hour
Saturday, Sunday, University Holidays & Public Holidays [^]	3860/4-hour ^{^^}

[^]All AV Support request placed between 18:00 – 06:00, +1 will incur charges from 18:00 regardless to the actual start time of the request.

^{^^}Charges of AV Support Services requested on Saturday, Sunday, University Holidays & Public Holidays will be in blocks of four hours basis.

Section 1: Personal Particulars

Name: _____

Company: _____

Address: _____

Phone Number: _____

Email Address: _____

Section 2: Details of Request

Name of Event: _____

Venue: _____

Starting Date/Time: _____

Ending Date/Time: _____

Request for onsite technical support service: Yes / No

Loan of AV Equipment: Yes / No

If you have any specific AV support requirement for this request, please state below:

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Yuet Ming Auditorium

No.	Items	Price [HKD]	Quantity	Remarks
1	UHF Wireless Belt Pack with Lavalier Microphone	570		Maximum of 2 provided.
2	UHF Wireless Hand-Held Microphone	570		Maximum of 8 provided.
3	Wired Handheld Microphone*	150		
4	Gooseneck Microphone	290		
5	Instrument Condenser Microphone*	420		
6	D.I. Box	150		
7	Blu-ray Player	710		
8	CD Player	420		
9	Audio Distribution Amplifier 8-Channel*	710		
10	Audio Distribution Amplifier 16-Channel*	1,400		
11	Sound Feed	410/Channel		
12	Stage Monitor	420		Maximum of 2 provided.
13	External Audio Input for first 2-ch; to FOH Left-Right	1,090		Every single channel from third channel onward, 520HKD per channel per day.
14	Video Source Switching Services	1,260		
15	In-house PTZ HD Camera	820		
16	Cinema Projection System <ul style="list-style-type: none"> Screen Size: 8.4m[W] X 4.72m[H] Screen Native Aspect Ratio: 1.78:1 [16:9] Projector Brightness: 20000 lumens Projector Native Resolution: 1920 x 1080 	4,140		Usually display Specification, <ul style="list-style-type: none"> Resolution :1920 x1080 Refresh Rate: 60Hz Progressive Aspect Ratio: 16:9
17	AV Live Feed Services to offshore Classroom	1,400/Room		4 offshore classrooms only
18	HD Digital Video Recorder*	1,120		Recording time is subject to recording quality.
19	1080p HD Camera with Tripod*	2,070		
20	Stage Confidence Video Monitor*	1,120		Maximum of 2 provided.
21	MoCow*	1,120		A Flat Panel Display on mobile cart with a PC installed with it.
22	Flat Panel Display on mobile cart*	690		A Flat Panel Display on mobile cart only.
23	Follow Spot	2,760		Maximum of 2 provided.
24	Portable PA System, at pre-function area only*	2,760		Including following, <ul style="list-style-type: none"> 1 x Audio Mixer 2 x Wireless Hand-held Microphone 2 x Speakers with Tripod
25	Additional Speaker for Portable PA System	420		
26	Show Relay to Dressing Room	710		
27	Show Relay to Foyer Pre-Function Area	710		

*This item is shared among several venues and the availability of this item is subject to the usage at the time requested.