

# The Foundry

## Tech and additional charges



### Add-ons

~ Additional flip charts	£15.00
~ Presentation clicker	£10.00
~ Notepad & pens	£2.75 (per item)
~ External catering	£75.00
~ Printing (A4 B&W)	£.10 (per page)
~ Printing (A4 colour)	£.20 (per page)

\*Guests must clean up after themselves or a further £100.00 fee will incur.

### Tech

Item	Price	
	half day	// whole day
~ HDTV/ AV use (with HDMI cable)	£50.00	// £75.00
~ Laptop hire	£30.00	// £50.00
~ PA system (includes 1 mic)	£50.00	// £75.00
~ Additional mics	£15.00	// --
~ Extension cables (more than 3)	£5.00	// --
<b>OWL / Kandao camera</b>		
~ Under 20 people	£70.00	// £100.00
~ Over 20 people	£120.00	// £150.00



### Staffing and irregular hours

Item	Price
~ Early access hour (8:00 - 9:00)	£75.00 - £100.00
~ Flat open fee (weekday beyond 17:00)	£75.00
~ Flat open fee (weekend)	£200.00
~ Staffing costs	£35.00 per hour

\*Week days from 17:00 & ALL weekend times. An additional hour is added to both ends of the booking to allow for set up and reset.

### Please note:

- ~ \*ALL prices are EX VAT
- ~ \*ALL tech must be returned/ left in room in the same condition it was leant. Or further charges may apply.
- ~ Tenant discount applies to room hire fee ONLY.
- ~ We work with an external AV company for hire, so please enquire if you want/ need something specific.