

30 | Euston  
Square

MEETINGS | EVENTS

# THE AUDITORIUM AND EXHIBITION SPACE

DELVE INTO THE DETAILS  
UNCOVER OUR VENUE'S  
KEY METRICS

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# THE VITAL STATISTICS

## THE AUDITORIUM AND EXHIBITION SPACE

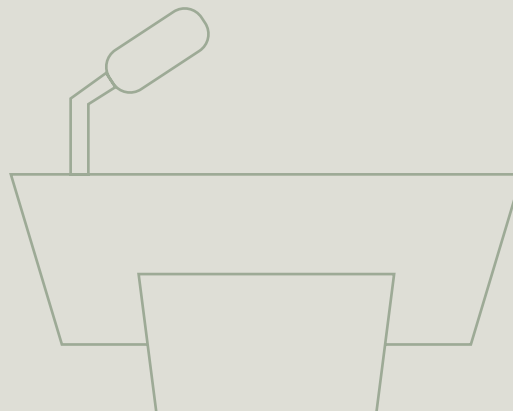
**Our 300-seat tiered Auditorium is the centerpiece of our venue, offering one of London's best conference and event spaces.**

Equipped with a 7.1 state-of-the-art Sony HDR 4K laser projector (DCI cinema industry approved), surround sound system, showlights, and video conferencing capabilities, our tiered Auditorium is designed to meet the needs of conference professionals and enhance your delegate or cinema screening experience to perfection.

The Auditorium is complemented by a self contained and exclusive exhibition and networking space that provides a welcoming registration, refreshment and catering area with a dedicated cloakroom and WC facilities.

This impressive multifunctional 360sqm space is bright and airy with two 24m high atriums, a blank-canvas neutral colour scheme, a range of large 4K screens and a 8-screen 4K HD video wall – perfect for event branding opportunities.

A dedicated entrance and delivery/loading access points will ease the logistics associated with your event.







# THE AUDIO AND VIDEO FACILITIES

ADJACENT TO THE AUDITORIUM, OUR EXHIBITION AND NETWORKING AREA SPANS 360 SQUARE METERS, PROVIDING THE PERFECT ENVIRONMENT FOR A BLEND OF PROMOTIONAL AND SPONSOR ACTIVITIES.

The area is self contained with a flexible, dedicated registration area and manned cloakroom facilities.

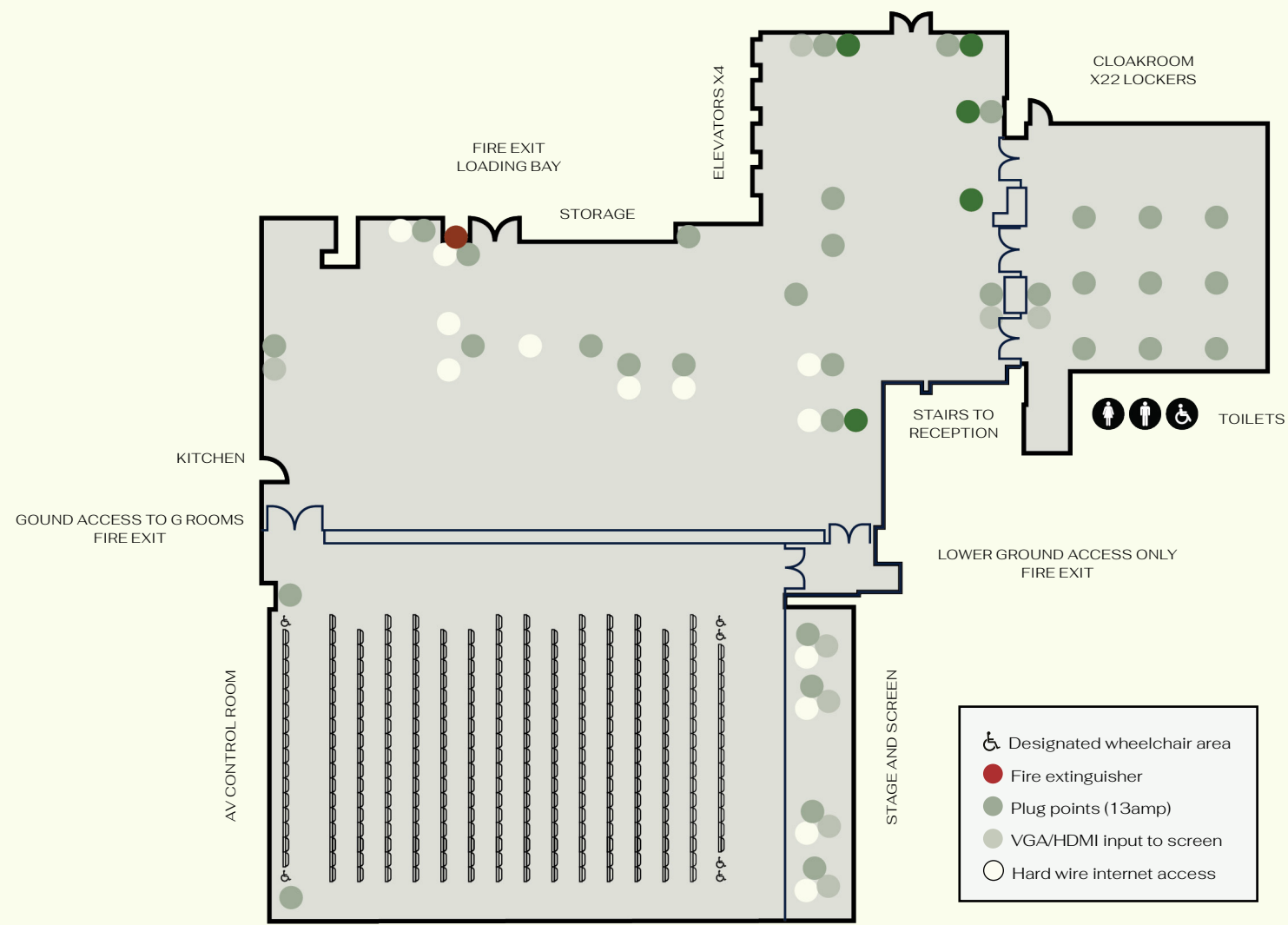
The two atriums offer the space ample room with soaring ceilings and abundant natural light, providing delegates with a pleasant atmosphere for networking during breaks. Exhibitors will appreciate the convenience of 13amp power sockets, 1Gb Wi-Fi, and loading bay facilities situated nearby.

Both the Auditorium and Exhibition space has excellent Wi-Fi coverage for all delegates and is fitted with the following state-of-the-art audio visual technology:

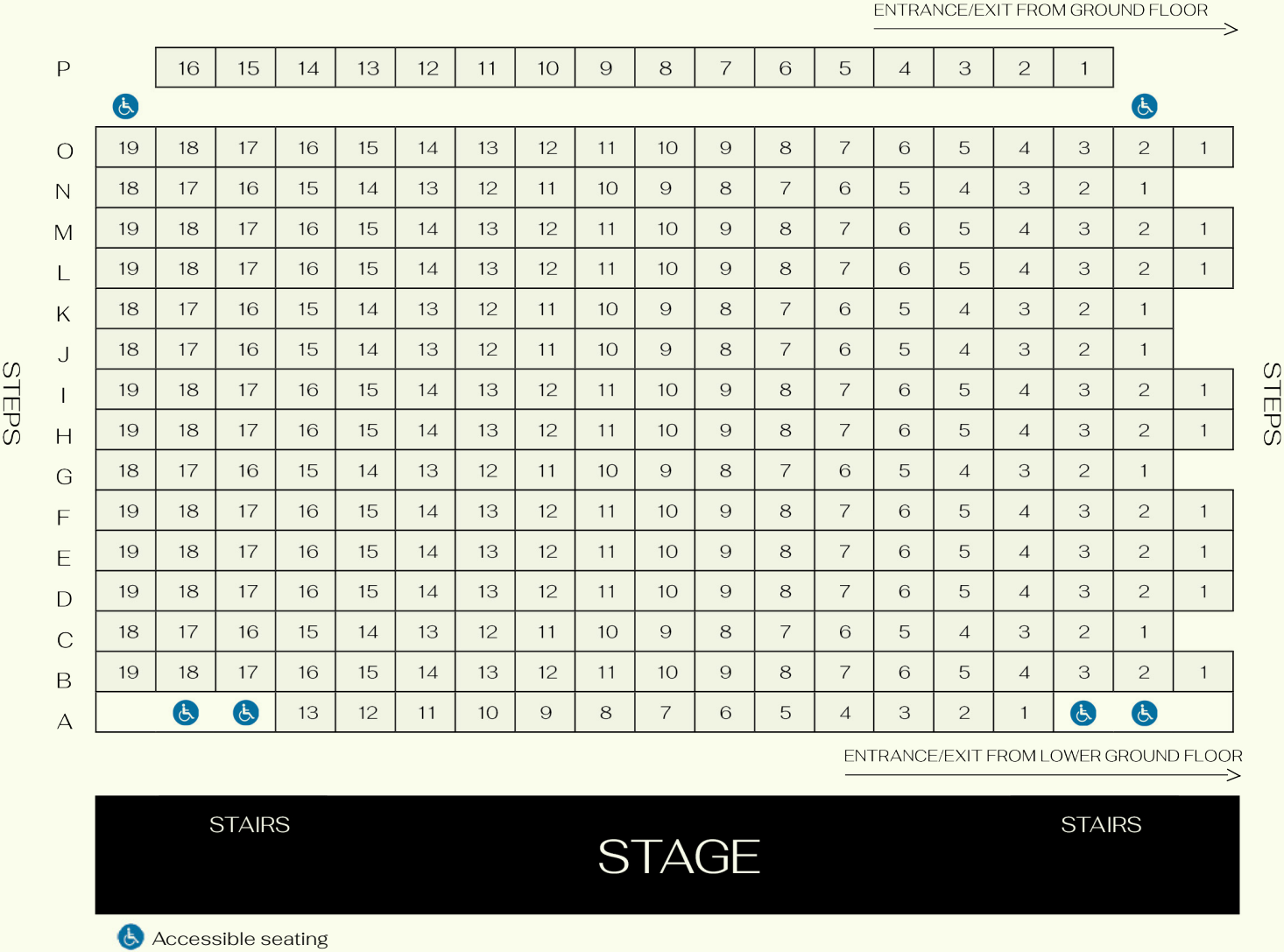
- Sony HDR 4K DCI Laser Cinema Projector, 15,000 lumens
- Screen 6.6m(w) x 3.8m(h)
- Digital cinema 7.1 dolby surround sound system
- Comfort monitor for stage positions
- Sony 4K Ultra HD Blu-Ray Player
- PC Laptop Connection – HDMI
- Presenter iPad/iPhone Wireless Connectivity via Apple TV
- Freeview via IPTV
- 2 BirdDog 4K PTZ cameras
- 2 Headset microphones
- Up to 13 microphones (8 radio, 5 wired)
- Hearing Induction Loop
- 4 lectern positions on the stage area; all with HDMI inputs
- Lectern countdown clock
- 4 ProLight moving heads
- 4x 6ft LED batten uplighters
- 2 ProLightLED profiles (for custom Gobos)
- Exhibition space equipped with 3 x 55" 4K and 1 x 84" 4K screens
- 84" 4K portrait welcome screen on staircase
- Striking 8-screen 4K HD video wall, 7680 x 2160 pixels



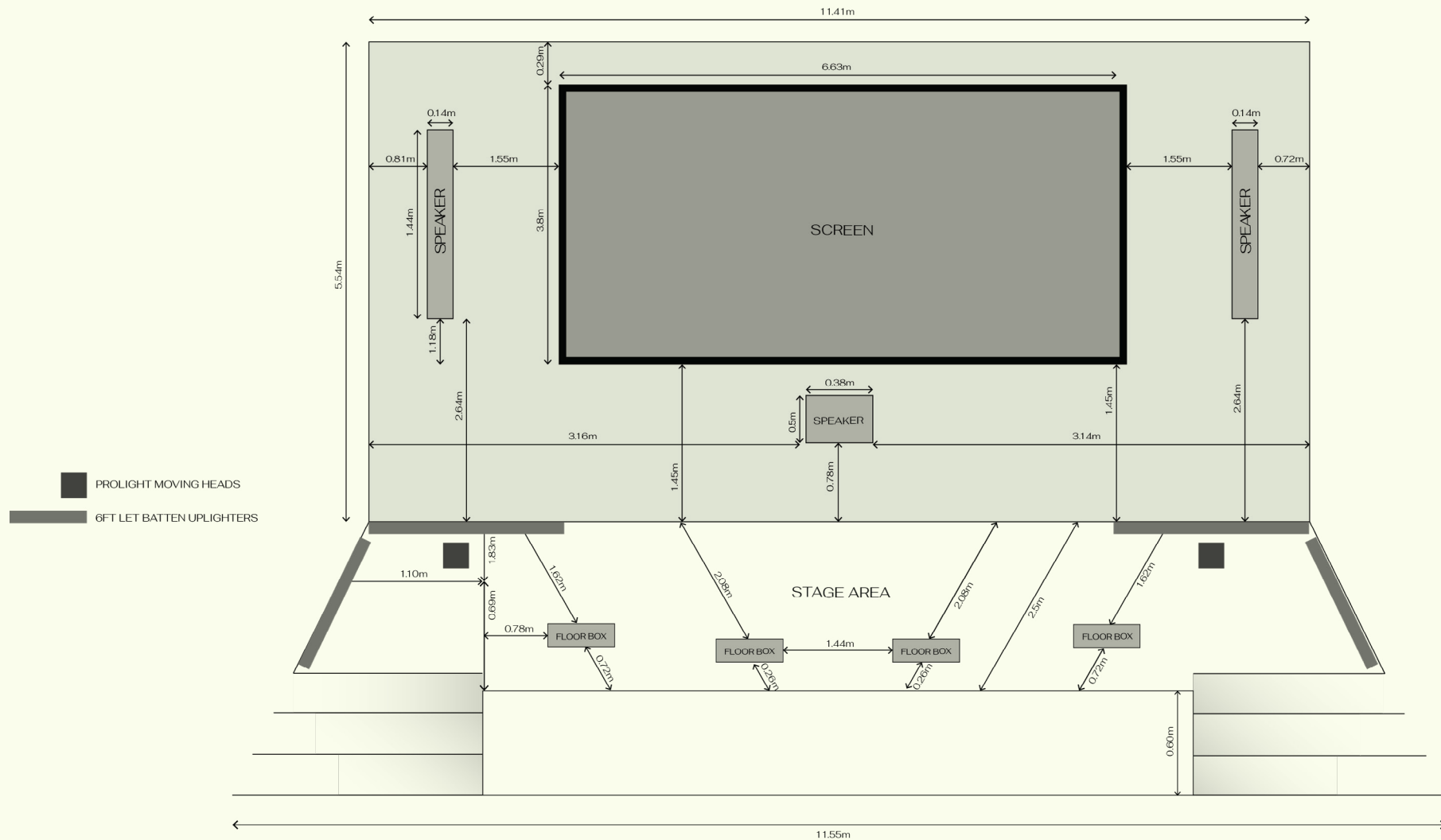
# FLOORPLAN



# AUDITORIUM SEATING PLAN



# STAGE AND SCREEN MEASUREMENTS



# IMPORTANT INFORMATION

	AUDITORIUM	EXHIBITION SPACE
ACCESS GOODS LIFT	n/a	Access to the exhibition space and Auditorium is via our goods lift located on Stephenson Way, the lift will be operated by 30 Euston Square during the hours of 7am – 4pm, Monday – Friday. Entrance (road level): 2m(w) x 1.90m(h) Goods lift: 2.45m(d) x 2.65m(w) 2 sets of doors leading to exhibition space: 2.13m(h) x 1.88m(w) and 2.40m(h) x 1.39m(w)
AV	AV All AV is to be managed via 30 Euston Square partner Metro Broadcast.	
BRANDING OPPORTUNITIES/ SIGNAGE	<p>Lectern front plate – Standard size 3mm (acrylic or foamex) 360mm x 1080mm. Hole (11mm diameter) centres at 300mm x 850mm.</p> <p>Main screen - Either side and below the screen can be branded, please ask your Event Organiser for advice on sizing.</p>	<p><b>Main reception LED screen - £300.00</b> Screen in main reception entrance can incorporate your logo/name of event.</p> <p><b>8-screen 4K HD video wall (8 x 55") - £1250.00 (with LED scr)</b> 8 individual screens or manipulated as one main screen.</p> <p><b>Atrium banner - POA</b> Tall hanging banner – Fifth floor to the lower ground Auditorium. 20m x 2m fabric print banner.</p> <p><b>Light boxes - included in the package</b> 5 x light boxes 2.42m(h) x 0.33m(w) x 0.20m(d) which can be branded with a light vinyl wrap.</p> <p><b>LED screens - included in the package</b> 3 x 55"4K and 1 x 84" 4K Landscape LED screens can be used for your individual corporate logo or a live twitter feed (please ask for details). 1 x 84" 4K LED Portrait Screen.</p>
CEILING HEIGHT	5.54m above stage	Lowest 2.3m and highest 24m
CLOAKROOM AND REGISTRATION	n/a	Dedicated staffed cloakroom for 300 with 22 self-service lockers (£1 – refundable) Mobile Registration Desk with 4 chairs – 3.0m(w) x 0.7m(h) x 0.6m(d)

	AUDITORIUM	EXHIBITION SPACE
DELIVERIES AND COLLECTIONS	n/a	<p>All deliveries and collections must be clearly labelled. Delivery time and date to be agreed in advance by the Events team. Deliveries to be sent to the following address;</p> <p>Name of the Event Contact (at 30 Euston Square)  Name and date of the function,  30 Euston Square at RCGP,  Stephenson Way,  Euston Square,  London NW1 2FB</p> <p>Collections to be labelled with the company/delivery address. All items must be removed off site after the event. 30 Euston Square will not take any responsibility for belongings left on-site. Any items left on-site after two days will be disposed of and costs will be recharged.</p>
ACOUSTICS AND NOISE	Acoustically sealed. Fully blacked out (except for fire lights and vision panels in door). Air cooling. Decibel rate – 85db	<p>Music cannot be played in the exhibition space between 9am – 5pm. After 5pm and until 10pm background music only, unless exclusively hiring the whole of 30 Euston Square. PA system with one microphone is available upon request.</p>
FOOD AND DRINK	<p>All food and drink to be provided by 30 Euston Square. If an exhibitor wishes to do sampling, please liaise with your Event Contact.</p>	
FURNITURE	290 fixed chairs. Each delegate chair is equipped with a fold-out desk from the right arm for added convenience during meetings and conferences. 7 top table (max.) 4.80m(w) x 0.80m(d) Acrylic lectern – 1.10m(h) x 0.65m(w) x 0.38m(d) Top table for 1 to 7 people maximum. Stage seating setup available upon request.	<p>Buffet tables for service of food and drink. 12 poseur tables, 10 leather/fabric benches and 10 x 2ft round tables with 40 chairs. Mobile Registration Desk – 3.0m(w) x 0.7m(h) x 0.6m(d) For exhibition stands we can provide 10 tables with 2 chairs each. Additional tables available for a fee upon request.</p>
HEALTH, SAFETY AND RISK ASSESSMENT	<p>Please ensure no fire exits are blocked. Please ensure all guests are briefed on the evacuation procedure at the beginning of the event. Any portable electrical appliances should have a recent PAT test pass certificate.</p>	
HOUSEKEEPING	We operate a strict no food and drinks policy. Top table water only. All branding areas must be approved.	No materials to be stuck to the walls. All branding must be free standing unless pre-approved.
INTERNET BROADBAND (HARD-WIRED)	Floor boxes on stage for lectern right/left and top table and control room desk.	<p>A hard wired connection is available in certain locations. Floor plan available on request.</p>



	AUDITORIUM	EXHIBITION SPACE
LIGHTING	<p>Stage and camera lighting – 8 white Fresnel lanterns – 3 for each stage left/right lectern and centre stage position with 2 rear fill-in controlled via lighting desk in the control room.</p> <p>Pre-set scenes for house lighting;</p> <ol style="list-style-type: none"> <li>1. Last orders – House lighting on full. Stage lighting on full.</li> <li>2. Bright Welcome – House lighting on half. Stage lighting on full.</li> <li>3. Audience – House lighting on full. Stage lighting off.</li> <li>4. Intimate Welcome – House lighting on quarter. Stage lighting on full.</li> <li>5. Exposition – House lighting off. Stage strip on. Stage lighting off.</li> <li>6. Shakespeare – House lighting off. Stage lighting on full.</li> <li>7. Polar opposites – House lighting off. Stage (Solum) spots on Stage centre (LED) off.</li> <li>8. Black out – House lighting off. Stage lighting off.</li> </ol> <p>2x ProLight LED profiles to support B size Gobos (2 metal and 2 glass holder available)</p> <p>4x ProLight moving heads (2 permanent fixtures)</p> <p>4x 6ft LED batten uplighters</p>	<p>Ceiling lights are dimmable (3 settings)</p> <p>5 x light boxes (on or off settings)</p> <p>12 multi-coloured LED uplighters available to hire (subject to availability)</p>
MAXIMUM OCCUPANCY	290 fixed chairs with 6 spaces for wheelchairs	300 standing for a fork buffet/canapé party. Stands can be incorporated into the space to a maximum of 18. This will be dependent on delegate numbers and stand sizes.
MOBILITY IMPAIRED AND HARD OF HEARING GUESTS	<p>6 wheelchair spaces available (2 at the back / 4 at the front)</p> <p>Hearing loop available</p> <p>Access ramp for stage available (non-interchangeable)</p>	Please ensure you notify your Event Contact of any guests that require additional assistance. We operate a 'buddy system' and in the event of a fire alarm activating, guests will only be evacuated once a fire has been confirmed.
POWER SUPPLY	13amp only. (Please see attached plan for locations).	13amp only. (Please see attached plan for locations).

	AUDITORIUM	EXHIBITION SPACE
PRESENTATIONS AND CONTENT	<p>All presentations and running orders are to be provided a minimum of 2 working days in advance for quality assurance.</p> <p>16:9 aspect ratio</p> <p>Font size above 12pt</p> <p>Prezzie supported subject to specification</p> <p>50/60hz, resolution 1920 x 1080 and above</p>	<p>The content for the exhibition screens are to be provided a minimum of 2 working days in advance and provided in an MP4 or jpeg format, minimum recommended resolution 1920 x 1080 pixels (Portrait welcome screen resolution is 1080 x 1920 pixels).</p> <p>Video wall has dimensions of 4.8m (w) x 1.4m (h)</p> <p>The content for the video wall must be provided in an MP4 format, recommended resolution 7860 x 2160 pixels.</p>
SECURITY	Venue security will be present in main reception. If you require additional security/stewarding for your event, please advise. (POA)	
TOILETS	n/a	11 ladies, 12 mens and 1 accessible toilet. Baby-changing facilities available in both male and female toilets.
WIFI	<p>30 Euston Square provides a complimentary 1Gb Wi-Fi service throughout the building. With generous quantities of access points for the Auditorium and Exhibition Space, over 300 delegates should enjoy fast connectivity*. Wired connectivity is also available for the stage for events wanting to give their speakers up to 10mb connectivity.</p> <p>*Download speed may vary depending on users' data content.</p>	



# AUDITORIUM AUDIO/VISUAL



## PACKAGE A - REQUIRED FOR ALL EVENTS REQUIRING A/V SERVICES

£1000.00

**PROJECTION SCREEN** – 6.6m(w) x 3.8m(h) up to 4K resolution and an aspect ratio of 16:9

**CONFERENCE LECTERN** – 1.1m(h) x 65cm(w) x 38cm(d) with integrated comfort monitor and microphone.

### VISION

- Sony HDR 4K DCI Laser Cinema Projector, 15,000 lumens
- Roland V-1600 HD Vision Mixer
- 10" Lectern built-in monitor
- Professional Sony 4K Ultra HD Blu-Ray Player
- PC Laptop Connection –HDMI
- Presentation Laptops

### AUDIO

- DigiCo S31 Digital Sound Mixing Desk
- 7.1 Digital cinema surround sound system package for Blu-Ray/DVD/Video playback
- Discreet ceiling speakers for speech re-enforcement
- Microphones Set of 9:
  - 1 Gooseneck lectern mic (Audio Technica NT1)
  - 2 Wireless digital handheld mics (Sennheiser EW135)
  - 2 Wireless digital lapel mics with clips (Sennheiser EW122)
  - 4 Gooseneck top table mics (Audio Technica ES915C12Gooseneck)

### ANCILLARIES

- Mastercue v6 Cue Light
- IPTV Server Link (Exterity)
- Signal (audio - video - lighting and data) Tie lines from stage to control room
- Complimentary high speed internet connection - Hard wired to desk and lectern.
- DDA - Hearing Induction Loop x 3

### LIGHTING

- Stage and camera lighting – 8 white LED lanterns – 3 for each stage left/right lectern and centre stage positions with 2 rear LED fill-in lighting controlled via lighting desk in control room
- 8 Pre-set scenes for Auditorium lighting system (House lights)
- 2x ProLight LED profiles to support B size Gobos (to be provided by the client - POA)
- 2x ProLight moving heads
- 4x 6ft LED batten uplighters
- LSC Lighting Desk

### EXHIBITION SPACE

- Exhibition space media distribution system – 3 x 55" 4K screens, 1 x 84" 4K screens (positioned landscape)
- 84" 4K welcome screen located in prominent space for all event guests to see branded content (AV support may be required)

### AV TECHNICIAN (MINIMUM REQUIREMENTS SUBJECT TO FINAL SPECIFICATIONS)

- Including 2 audio and video technicians



# AUDITORIUM AUDIO/VISUAL



## PACKAGE B - MEDIA WALL AND RECEPTION SCREEN COMBO

£1,250.00

- Prominant 55" LED Screen in main reception entrance can incorporate your branding/welcome message of the event.
- Content to be provided 1 week prior to event. Please note a technician, at standard rate, may be required dependent on content.
- 8-screen 4K HD video wall (8 x 55") - 8 individual screens or manipulated as one main screen. See template provided.

### 8-SCREEN VIDEO WALL PRE-SET TEMPLATE AND RESOLUTIONS



#### FORMAT 01

1920 X 1080	1920 X 1080	1920 X 1080	1920 X 1080
1920 X 1080	1920 X 1080	1920 X 1080	1920 X 1080

#### FORMAT 02

3840 X 2160	3840 X 2160
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#### FORMAT 03

1920 X 2160	3840 X 2160	1920 X 2160
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# AUDITORIUM AUDIO/VISUAL



## PACKAGE C – CAMERA RECORDING

**£1,500.00**

- 2 BirdDog 4K PTZ cameras on remote pan and tilt heads fitted with HD/SDI output cards connected to a Roland vision mixer connected to a hard disc recorder.
- 1 positioned at the rear of the Auditorium for wide views of the stage and one located at the rear or at the stage for presenter and audience views.
- Final transmission (TX) views can be digitally recorded by the control room technician (client to provide hard drive).
- Including 1 camera/video technician.

## PACKAGE D – LIVE STREAMING

**£2,000.00**

- 2 BirdDog 4K PTZ cameras on remote pan and tilt heads fitted with HD/SDI output cards connected to a VMix Machine for Streaming (client to provide details for Video Streaming/Hosting Platform).
- One camera positioned at the rear of the Auditorium for wide views of the stage and one located at the rear or at the stage for presenter and audience views.
- Including 1 camera/video technician

## PACKAGE E – LIVE STREAMING & RECORDING **£2,500.00**

- 2 BirdDog 4K PTZ cameras on remote pan and tilt heads fitted with HD/SDI output cards connected to a VMix Machine for Streaming and to a hard disc recorder (client to provide details for Video Streaming/Hosting Platform).
- 1 positioned at the rear of the Auditorium for wide views of the stage and one located at the rear or at the stage for presenter and audience views.
- Final transmission (TX) views can be digitally recorded by the control room technician (client to provide hard drive).
- 1 streaming/recording transmission.
- Including 1 camera/video technician.

## PACKAGE F – THE HYBRID SOLUTION

**£6,000.00**

- Our True Hybrid Solution is run on the all-in-one event platform powered by CrowdComms, which is an award winning meetings and events platform to facilitate hybrid events worldwide. Focused on audience engagement, wherever you are.
- Our True Hybrid Solution provides unparalleled branding opportunities for clients and accommodates an unlimited number of remote delegates. With seamless delegate engagement tools like Q&A, polling, and voting, both physical and remote attendees enjoy an unmatched experience.
- Our package includes virtual breakout rooms for remote delegates to connect with others and virtual sponsor rooms for sponsors to engage with the remote audience.
- Including 2 audio video technicians, 1 camera operator, 1 hybrid platform operator, and 1 v-mix operator – additional technicians and equipment may be required dependant on client requirements.
- Please refer to True Hybrid Solution Brochure for more Information.

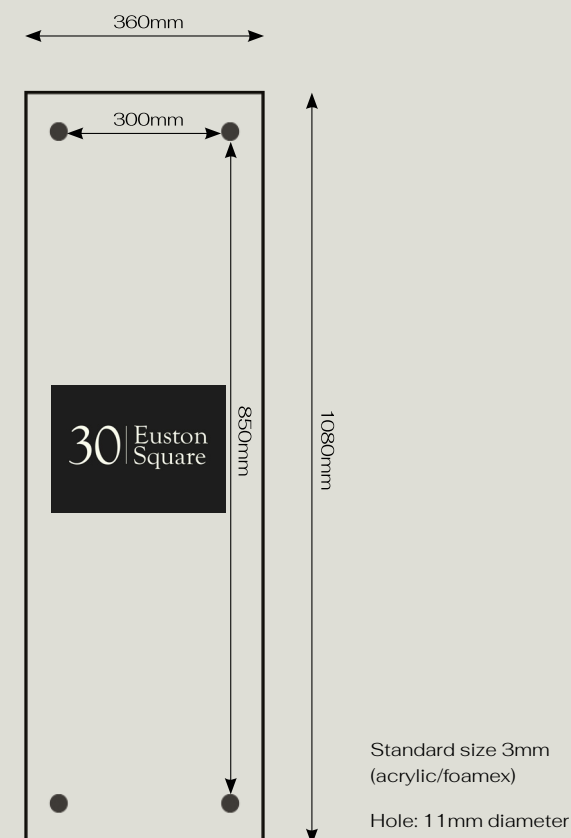
# ALL THE LITTLE EXTRAS WE CAN HELP WITH

Reception screen signage	£300.00
51" screen on Axia stand	from £190.00 each
Perspex frosted lectern with integrated comfort monitor and microphone (Auditorium only)	£165.00
Lectern countdown clock (Auditorium only)	£65.00
Perspex frosted lectern	£100.00
Laptop	£105.00
Remote mouse	£42.00
Additional microphones (lapel, top table, roving)	£89.00 each
Headset microphone	£99.75
LED wireless coloured uplighters (RGB colour mixing)	£79.00 each 6 for £415.00 12 for £685.00
AV tech for 10 hours (daytime – earliest start 7am)	£525.00 + VAT
Monday – Friday daytime	£65.00 per hour extra
AV tech for evenings	£375.00   4 hours
AV tech for Saturday	£630.00   10 hours
AV tech for Sunday	£630.00   10 hours
Flip chart and pens	£50.00
Black velcro compatible poster boards x10	£525.00 £63.00 each

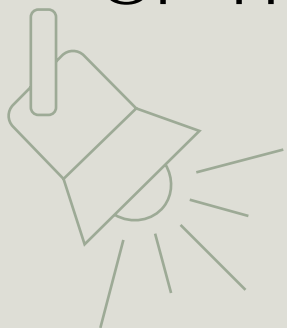
Silver bus stop signs (A3 size x 3)	£25.00 each
Exhibitors desk (additional)	£45.00 each
Early access – from 7am	£700.00 per hour
After hours charges 11pm – 12am (includes venue hire, security and staffing)	£1,250.00
After hours charges – 11pm – 1am (includes venue hire, security and staffing)	£1,750.00
Security (min 8 hours)	£29.50 per hour
Event hostesses/reception staff/cloakroom	£23.00 per hour
Photocopying	
A4/A3 (black and white)	30p/60p
A4/A3 (colour)	60p/90p
Telephone charges	POA
Dance floor (black and white 4m x 4m)	£475.00
Mobile PA System (2 microphone & speakers)	£475.00

We can also arrange: branding, vinyl wraps, wall graphics, dance floors, outdoor games, atmospheric lighting and uplight bars, photo-booths, juke box, DJ, flowers, coloured linen and event theming. Please ask a member of the events team for your personalised quote.

## LOGO PLATE



# AN ICON IN THE HEART OF THE CITY



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