

2024/25

Williamstown Town Hall

Audio, Lighting and Vision Packages



2023 v6

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Overview

This guide complements the venue technical specifications and venue information guide to provide hirers of the Williamstown Town Hall information on costings to assist with planning their event.

A range of packages for event types that are regularly held at the venue including corporate events, live music and cabaret performances are covered below.

The guide gives an overview of each event type and identifies typical basic requirements for each, then provides options for add-on packages. A range of variables including the complexity of the event, the amount of stage changes, your technical requirements will affect the overall staffing requirements. Please get in touch to discuss your requirements early in the initial stages of your planning.

The specific requirements for your event will need to be communicated to our venue operations officer during the planning stage of your booking, a production schedule, stage plots and line lists should be submitted as early as possible and updated periodically during the booking process. These should be finalised when you submit the Event Requirements Form. If this is not received in advance, we may not meet requests made on the day of your event and additional charges may be payable after your event.

Technicians start and finish times will be determined by venue administration, based on the venue and requirements information you provide. Breaks must be scheduled for technicians and this needs to be reflected on your production plan and run sheet. Where adequate time is not provided on the day for breaks, the hirer will be liable for all additional costs payable under the award.

Substitutions to a package (eg wireless instead of wired mics) are not permitted and additional equipment will be added to your account.

Multiday bookings will receive a 25% reduction on most inventory/package costs for additional days.

Not all inventory may be available on a given day, due to damage or servicing requirements. While a substitution may be offered, it may be of a more cost-effective model due to the very substantial subsidies applied to hire rates of most items eg projector.

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Ballroom Conference / Corporate Event Package

A conference in the ballroom typically features a main presenter introducing panels or speakers throughout the event.

A row of four wired microphones for the panel are included, more can be added, or wireless options are available at additional cost. As part of this package, a microphone would be provided for use in the crowd if a staff member or volunteer can be provided by the client, alternatively additional venue staff may be booked to do this at cost to the hirer.

PowerPoint presentations and videos can be projected onto the stage cyclorama and may be operated from stage with a clicker. Presenters should supply their presentation during a break in the program so they may be loaded and checked. Technicians are not provided to troubleshoot issues with files or compatibility.

The Ballroom conference package may be upgraded to include add-on packages with additional equipment and labour costs. Depending on the complexity of the event one to three technicians may be required.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

Ballroom Conference Package	Includes: Lectern 4 x wired microphones for panel (additional units available) 1 x handheld mic for audience (additional available with a charge) PA and mixing desk 1 x 15k laser projector PowerPoint clicker Basic lighting stage wash (no changes)
ADD-ON Lighting	Includes: Colour LED over stage and cyclorama Moving lights Lighting effects
ADD-ON Live Music	Includes: Fold back speakers for musicians Instrument mics Vocal mics DI boxes
ADD-ON Vision	Includes: Multiple input sources (BYO laptops or camera with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance) 100" panel in balconette available for sponsor logos etc



Supper Room Conference / Corporate Event Package

The Supper Room is hired as an empty space without any AV equipment, setting up temporary event infrastructure requires more time and equipment.

This type of setup would ordinarily feature a main presenter/MC introducing panel sessions throughout the event. A line of microphones is set across the stage. A microphone would be provided for use in the crowd if a staff member or volunteer can be provided by the client or booked with the venue at cost.

PowerPoint presentations and videos can be projected onto the stage cyclorama and may be operated from stage with a clicker. Presenters should supply their presentation during a break in the program so they may be loaded and checked. Technicians are not provided to troubleshoot issues with files or compatibility.

One microphone and a DI are provided to facilitate basic live music such as an acoustic duo or a singer with a backing track. This package may be upgraded to include to a simple stage lighting wash or vision mixing.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

<p>Supper Room Conference Package</p>	<p>Includes:</p> <ul style="list-style-type: none"> Staging and steps (setup time inclusive) Lectern 2 x screen Small PA and mixing desk 4 x wired microphones for panel 1 x wireless handheld mic 1 x vocal mic 1 x DI
<p>ADD-ON Supper Room Lighting</p>	<p>Includes:</p> <ul style="list-style-type: none"> Lighting desk Open stage wash Free-standing rigging
<p>ADD-ON Supper Room Vision</p>	<p>Includes:</p> <ul style="list-style-type: none"> Multiple input sources (BYO laptops or camera with adapter) Mixing content, incorporating hold slides and effects Monitor for vision fold back



Ballroom Cabaret, Cultural Performance or Variety Show Package

This type of setup would generally feature a main presenter introducing shorter presentations or performances. These might include dance, singing, live music and video. Events like this often include a rehearsal of some or all the performances prior to the venue being open to the public, either on show day or with an additional venue booking.

Such shows tend to utilise coloured lights, lighting effects and moving lights to build the mood and impact of the performances. Accomplishing this level of production requires three technicians (audio, lighting, and stage) for setup, rehearsal, performance and pack down afterwards. The projector is included in this package for basic use including sponsor logos or PowerPoint presentations.

This package may be upgraded to include to include follow spots, vision mixing or additional music requirements for an additional cost.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

<i>Cabaret Package</i>	Includes: PA, mixing desk and lectern 4 x wireless mic (additional units available with a charge) 2 X DI for line or instrument inputs 4 x wired instrument or choir mics 2 x fold back wedges (additional units available with a charge) 1 x 15k laser projector Basic lighting wash, colour LED and moving lights
ADD-ON <i>Follow Spot</i>	Includes: 1 - 2 x Follow spot
ADD-ON <i>Visual Effects</i>	Includes: Hazer, smoke machine & fluid
ADD-ON <i>Music</i>	Includes: 4 x fold back speakers for musicians Instrument mics, vocal mics and DI boxes
ADD-ON <i>Vision</i>	Includes: Multiple input sources (BYO laptops or camera with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance) 100" panel in balconette available for sponsor logos etc



Ballroom Live Music Package

This package is designed around flexibility to meet the smallest to the more complicated touring riders. A simple performance may feature one headline and one support act with shared back line instruments and minimal changeover, no lighting or projection requirements. A more complex event may have more acts on the line-up with a range of instruments or backing DJs, lighting and smoke effects and multiple video output throughout the room (for example cyclorama and teleprompter). The venue has a range of microphones, fold back and in-ear monitoring solutions available on the technical specifications.

The basic package may be upgraded to include the lighting package which includes programming to make the most out of coloured LED lights above stage and for the cyclorama, blinders, moving lights, and smoke machines. Additional add-ons are available for follow spots and projection.

Accomplishing this level of production requires two technicians (audio and stage) for setup, rehearsal, performance and pack down afterwards. Where the lighting add-on is booked, three technicians are required. Monitor console and technicians also available.

The house PA is a flown d&b T-Series PA with 9 loudspeaker and 3 sub elements per side with additional front fill running full Array Processing. We can meet most tour riders working with external partners, whether adding subwoofers, additional fill or an alternate system including Meyer, l'Acoustics and Nexo and both monitor and front of house consoles including DigiCo, Yamaha and Midas.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

<i>Live Music Package</i>	Includes: Venue PA, FOH Mixing desk (Allen & Heath SQ7) 4 x fold back wedges (additional units with a charge) Wired drum, instrument and vocal mics Static front of house wash Wireless microphones may be added at cost 15k laser projector
ADD-ON <i>Lighting</i>	Includes: Colour LED over stage and cyclorama Blinders, Moving lights Hazer, smoke machine & fluid
ADD-ON <i>Follow Spot</i>	Includes: 2 x Follow spot
ADD-ON <i>Vision</i>	Includes: Multiple input sources (BYO laptops or camera with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance) 100" panel in balconette available for sponsor logos etc
ADD-ON <i>Subwoofer</i>	Includes: Amps and Speakers



ALL STAFFING LEVELS, TECHNICIAN REQUIREMENTS, START AND FINISH TIMES DETERMINED BY VENUES UNIT

Ballroom Basic Audio-Visual Package

This type of setup might apply to a sports club fundraiser, awards or similar with very basic requirements. This event type will typically feature a host introducing other speakers or awards recipients at a lectern. There may be an additional microphone for use on the stage and there may be a guitarist and singer without monitoring requirements.

Typically, this type of event will utilise one PowerPoint presentation on loop with relevant content in the background projected onto the stage cyclorama. Multiple presentations or frequent programmed slide changes may require the add-on vision package below. Lighting states that change throughout the event and reflect the group's colour scheme or branding may be used above stage with the add-on lighting package. Events that feature more complex music requirements such as fold back monitoring or larger line-ups may require the add-on live music package.

Add-ons cannot be added to this package without additional labour.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

Basic A/V Package	<p>Includes:</p> <ul style="list-style-type: none"> Lectern 1 x handheld wireless mic (additional units available with a charge) 1 x input for laptop 1 x DI PA and mixing desk 1 x 15k laser projector Basic lighting stage wash (no changes)
ADD-ON1 Lighting	<p>Includes:</p> <ul style="list-style-type: none"> Colour LED over stage and cyclorama Moving lights
ADD-ON 2 Live Music Package	<p>Includes:</p> <ul style="list-style-type: none"> Fold back speakers for musicians Instrument mics Vocal mics DI boxes
ADD-ON 3 Vision Package	<p>Includes:</p> <ul style="list-style-type: none"> Multiple input sources (presenters can BYO laptop with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance) 100" panel in balconette available for sponsor logos etc

Ballroom Runway Show Package

This package is tailored to a pageant or fashion show with a stage extension for a runway. This will typically feature an MC based at a lectern or roaming with a handheld microphone and backing music for the models. The runway will be lit with footlights along the runway and some front lighting will be supplied from the balcony.

Typically, a runway show would upgrade the package to feature the lighting package for moving light, colour and lighting effects. The package may also be upgraded with visual effects or vision packages with associated labour increases. The package considers an audio input for your backing tracks, a lectern and one handheld mic. Please discuss options with us if your requirements exceed this.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

Runway Package	<p>Includes:</p> <ul style="list-style-type: none"> Stage extension and up lighting Lectern 1 x handheld mic (additional units available with a charge) 1 x input for laptop PA and mixing desk Basic lighting stage wash (no changes)
ADD-ON 1 Lighting	<p>Includes:</p> <ul style="list-style-type: none"> Colour LED over stage and cyclorama Moving lights Programmed lighting effects
ADD-ON 2 Visual Effects	<p>Includes:</p> <ul style="list-style-type: none"> Hazer, smoke machine & fluid
ADD-ON 3 Vision	<p>Includes:</p> <ul style="list-style-type: none"> 15k laser projector Multiple input sources (presenters can BYO laptop with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance) 100" panel in balconette available for sponsor logos etc



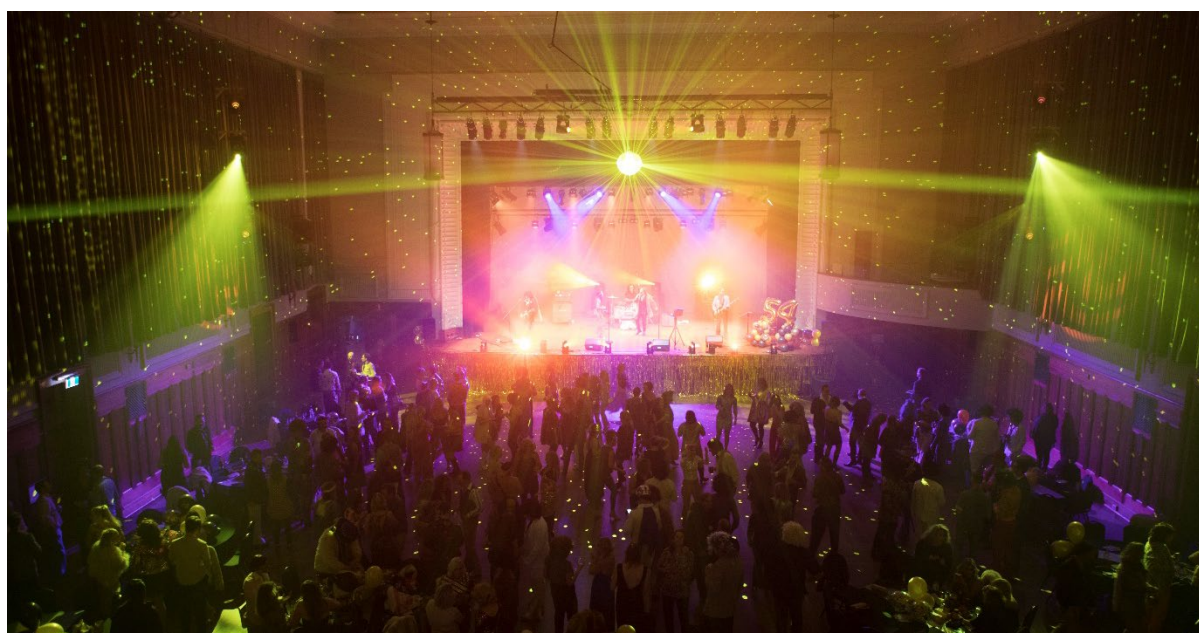
Ballroom Disco Package

This package would suit a sports, school or community group hosting a ticketed fundraiser event featuring a DJ or band that wants to provide a holistic experience for their patrons in a disco or dance party style. Utilising equipment from the venue and one of our preferred suppliers, the space can be transformed with mirror ball, moving lights, blinders, smoke machines and a range of other effects.

The disco package has a focus on lighting and atmosphere with minimal audio components and is aimed for groups that have a DJ and one roving mic. This can be upgraded with the live music package and associated labour to accommodate a full band and more complex monitoring requirements.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

Disco Package	<p>Includes:</p> <ul style="list-style-type: none"> Lectern PA and mixing desk DI for DJ input 1 x wireless handheld microphone LED Full colour lights Venue and additional moving lights Scanner lights Hazers, smoke machines & fluid Mirror ball Setup and pack down labour
ADD-ON Live Music	<p>Includes:</p> <ul style="list-style-type: none"> Fold back speakers for musicians Instrument mics Vocal mics DI boxes
ADD-ON Vision	<p>Includes:</p> <ul style="list-style-type: none"> 15k laser projector Multiple input sources (presenters can BYO laptop with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance)
ADD-ON Subwoofer	<p>Includes:</p> <ul style="list-style-type: none"> Amps and Speakers



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Ballroom Wedding Package

Wedding needs can vary, below is a basic package to cover the requirements of many weddings that we have hosted.

A wedding typically uses two wireless handheld microphones, will have an acoustic duo or piano as background music and equipment to cover this is included. If you are hosting a full live band, this can be accommodated.

While a wedding generally does not incorporate projected videos, we have included use of the projector to display a wedding logo throughout the event or a slideshow as the guests arrive.

The Wedding package may be upgraded to include add-on packages for an additional cost.

The technical operations position is in front of the airlock at the rear or the venue, this may be moved with adequate notice and at the hirer's expense.

PLEASE NOTE: All Staffing levels, technician requirements, starts and finish times will be determined by the venues unit.

Wedding Package	Includes: Lectern 2 x handheld mic (additional units available with a charge) PA and mixing desk 1 x DI and foldback for acoustic music 1 x 15k laser projector Coloured lighting wash across floor and ceiling
ADD-ON Lighting	Includes: Colour LED over stage and cyclorama Moving lights Lighting effects
ADD-ON Live Music	Includes: Fold back speakers for musicians Instrument mics Vocal mics DI boxes
ADD-ON Vision	Includes: Multiple input sources (BYO laptops or camera with adapter) Mixing content, incorporating hold slides and effects 2 x monitors for vision fold back (if requested in advance) 100" panel in balconette available for sponsor logos etc
ADD-ON Uplight	Includes: LEDPars uplighting the ballroom, adding a key colour to your theme



Inventory Pricing Schedule

Pricing for items may be reduced when included with or added to one of the packages above.

Some items form part of our standard rigs and may not be hired separately.

Labour costs may be associated with use of items from the list for setup, pack down and use.

Lighting

Function	Model	Quantity	Price (each)
Profile light	ETC Source 4 Zoom	8	\$20
Profile light	Selecon Acclaim	6	\$15
Profile light	Selecon Pacific	12	\$15
Fresnel light	Selecon Rama 1.2k	12	\$15
Cyclorama light	Showtec LED MYCYC2 RGBAL LED	12	\$25
LED PAR light	Event Lighting RGB LED	12	\$20
Moving light	Lightsky F330 spot	4	\$150
Moving light	Lightsky F330 wash	4	\$150
Moving light	Ayrton Mistral LED	2	\$300
Blinder light	Phantos warm white COB LED	4	\$50
Hazer	Unique 2.1	1	\$100
Smoke machine	Antari z1500 II	1	\$100
Lighting desk	High End Systems Road Hog	1	\$300
Lighting desk	ETC Ion	1	\$300

Audio

Function	Model	Quantity	Price (each)
Wireless mic	Sennheiser handheld kit	8	\$80
Wireless mic	Sennheiser/JAG headset kit	8	\$80
Lectern mic	Audiotechnica U85Q	3	\$20
Vocal mic	Shure SM58	5	\$10
Vocal mic	Sennheiser e835	4	\$10
Inst/drum mic	Shure SM57	12	\$10
Instrument mic	Shure Beta 98a	1	\$25
Drum mic	Sennheiser e88.504	3	\$10
Drum mic	Shure Beta 52	1	\$15
Drum mic	Sennheiser e88.501	1	\$15
Drum/choir mic	Rode NT5	6	\$15
Choir mic	AKG CK47	3	\$15
Choir/instr mic	Audiotechnica 4040	3	\$20
DI	Radial JDI	4	\$10
DI	Radial JDI Duplex	2	\$15
DI	Radial J48	4	\$10
DI	Radial Pro USB	2	\$15
Monitors	RCF 15"	4	\$40
Monitors	RCF K8.2	4	\$40
Mixing desk	Allen & Heath SQ7 & 2 x stage box	1	\$250
Mixing desk	Allen & Heath GL2400	1	\$50
Mixing desk	Midas Venice 16	1	\$100

Vision

Function	Model	Quantity	Price (each)
15k laser projector	Epson EB-L1755UNL / ELPX02	1	\$750
Ultra Short throw projector	Benq MWU864UST	1	\$100
Converters	Serveredge HD-EX-100 switcher	1	\$100
Converters	Serveredge single channel	2	\$50
Mixer	Roland V60HD	1	\$350
Screen	40" LCD	2	\$150
Screen	65" LCD	2	\$250