

# Audio Visual, Public Address and Lighting from 1st April 2026

The Harry Garrett Hall and John London Hall are equipped with audio visual, public address and lighting as standard in your room hire. The Meeting Room has a large presentation screen.

**Additional technical support staff** can be booked to support you throughout your event or if you require more advanced equipment or would like a little bit of comfort. You will be invited to discuss your requirements with them. At least 1 months' notice must be given prior to the event if you wish to book technical support and is subject to staff availability.

Please note that if you are hiring a DJ then they will, most likely, bring their own lighting and sound equipment. In this instance the standard equipment available in the halls should be adequate.

You are welcome to arrange a visit to the Centre ahead of your event to test out your equipment.

	Equipment	Cost
<p><b>Standard</b></p> <p>Available in both the Harry Garrett and John London Halls</p>	<p><b>Projection:</b> For use of the overhead projectors in either the large (Harry Garrett) or small (John London) halls. You will need to bring along compatible equipment. Your laptop must have both a <b>HDMI</b> port and a <b>USB</b> port. Without both of these outputs on your device you will not be able to connect to the overhead projectors and speakers.</p> <p><b>Audio:</b> To connect to the sound system in the hall to play music etc. for your booking, you can use one of two options; <b>Bluetooth:</b> Either your laptop or mobile phone will be able to connect to the passive Bluetooth connection in the centre. <b>HDMI:</b> A laptop device connected via the HDMI connection (mentioned above in 'Projection') will also have a stable audio connection to the hall's sound system. <b>DJ:</b> DJ equipment can be connected to the RCA jacks on the left-hand side of the stage. There are XLR converters available upon request.</p> <p><b>Microphones:</b> For use of the microphones (Standing/handheld, or lapel microphones) you must state your requirement beforehand when completing your booking. The microphones of choice can then be set-up and tested by the on-site caretaker/technician prior to your booking/event.</p>	<p><b>Included in room hire</b></p>
<p><b>Technical Support</b></p> <p>Available in the Harry Garrett Hall</p>	<p><b>Use of the above plus</b></p> <ul style="list-style-type: none"> <li>• Use of Zero-88 FLX S48 Lighting console for full production control</li> <li>• Use of Yamaha TF1 Digital sound console and RIO 1608 stage boxes for full production audio control</li> <li>• Access to all user functions of touchscreen control for AV and lighting states</li> <li>• Access to 8 Fresnel LED luminaires</li> <li>• Access to 6 Wash-light LED luminaires</li> </ul>	<p><b>£73 per hour</b></p>