

## SCHEDULE OF TECHNICAL SERVICES



### The Liffey Boardrooms

For specific technical requirements notice of 10 working days must be given in advance for any additional technical equipment and services. Please include your preferred location and quantity of the equipment listed below and we will be pleased to offer a quotation.

#### **Conference Rental Package Includes:**

##### **1. STAGING**

No staging or lecterns are provided in this room.

##### **2. SOUND**

Sound is available for presentations via the speakers on the plasma screen

##### **3. LIGHTING**

Dimmable room lighting

##### **4. PRESENTATION EQUIPMENT**

- 65" Plasma Screen with Speakers
- Wireless Internet Access on the CCD guest service – (Wired Internet Access or a supported network can be arranged by request, at an additional cost)
- 13 amp socket supplies up to a maximum of 32amps
- 1 x USB Presenter
- Remote Control Panel – For lighting and blind control

##### **5. TECHNICAL SUPPORT**

- There is an on call technician that services the meeting rooms and boardrooms.
- The technical staff are available for nine consecutive hour in a working day (to include one hour for lunch), between the hours of 0700 – 2100
- Additional hours or times outside those stated above may be subject to an additional charge
- Disabled Facilities
- Boardrooms are fully accessible for visitors with disabilities

##### **6. ACCESS**

Level loading access to this room is via goods lifts to the North West corner of the building.

##### **7. ADDITIONAL FACILITIES**

An induction loop is installed for use by people with impaired hearing.

***PLEASE NOTE THE ABOVE EQUIPMENT SPECIFICATION MAY BE SUBJECT TO CHANGE.***