

## ADDITIONAL TECHNICAL & STAFFING FEES 2024/25

All hire fees include the services of a **Duty Manager**, **Ushers** and **Duty Technician**.

The Duty Technician will operate pre-set lighting only, assist with the connecting of your technical/electrical equipment, and problem

solve in the event of power or equipment failure.

They are not a specialised Lighting or Sound Engineer and will not design/re-design or run any shows.

Any additional requests for staffing and set-up must be confirmed in writing no later than 4 weeks before the event and incur additional charges as outlined below.

Please note all fees are subject to VAT.

### STAFFING

|                                 |                       |
|---------------------------------|-----------------------|
| Sound Engineer (8 hour call)    | £350 + VAT            |
| Lighting Engineer (8 hour call) | £300 + VAT            |
| Stage Manager                   | £250 + VAT            |
| Crew (minimum 4 hour call)      | £120 + VAT per person |
| Security                        | Cost by arrangement   |

### TECHNICAL REQUESTS & EQUIPMENT HIRE

|   |                                     |
|---|-------------------------------------|
| Use of PA   | £750 + VAT                          |
| Radio Microphone*   | £50 + VAT per mic                   |
| Wired Microphone*   | £15 + VAT per mic                   |
| Use of piano (subject to approval)  | £200 + VAT (inc. 1 tune)            |
| Additional piano tunes  | £75 + VAT                           |
| Removal of staging in The Hearn Recital Room (except section with piano on it)            | £375 + VAT                          |
| Removal of piano and all staging in The Hearn Recital Room (subject to approval)          | £700 + VAT                          |
| Disco lighting in Great Hall  | from £275 + VAT                     |
| Rostra for standard orchestral set up in Great Hall (rostra for standard winds and brass) | from £375 + VAT                     |
| Rostra for choirs (each row 10m)  | £900 + VAT<br>(dependant on layout) |
| Lighting Design   | POA                                 |

\*Any equipment requiring use of PA requires a Sound Engineer at the quoted price.

To discuss your technical and staffing requirements in detail please contact:  
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**Hannah Benton**, Operations Manager ● [h.benton@blackheathhalls.com](mailto:h.benton@blackheathhalls.com)