

Venue Specification

Conferences and Productions





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As part of your inclusive hire package, Harrogate International Centre (HIC) provides you with much more than just a venue. Within this manual, we provide you with comprehensive details of all the complementary facilities and services you receive.

If you wish to discuss any further services to ensure your event is a success, please contact your dedicated HIC Event Planner.

MAIN CONTACTS

Sales Team

01423 537474

sales@harrogateinternationalcentre.co.uk

1.0 GENERAL INFORMATION

EVENT PLANNING

A HIC Event Planner is allocated to your event to provide specialist advice and support as necessary. They prepare detailed event schedule documents for you and the HIC Operational Teams, outlining all requirements and scheduling information including quotations for any further services.

IT & TELECOMMUNICATIONS

At HIC, delegates and visitors are able to access the Internet using WiFi equipped laptop or PDA through the wireless network. This is accessible throughout the site by purchasing a HIC WiFi access card.

Clients and exhibitors requiring a hard wired Internet access solution can purchase a HIC network connection providing high-speed access to a shared 10mb circuit. This service is also equipped with automatic failover to a back-up service via an alternative supplier.

The service is presented as an RJ45 connection (male) with IP addresses allocated by DHCP server.

Telephone lines and fax machines can be installed subject to an additional charge.

HIC uses a Motorola Trunked Radio Communications System for its internal operational staff communications. A number of additional handsets are available for use by Organisers and Technical Production Staff.

PARKING

200 Pay and Display parking spaces are available for delegates in the Conference Centre underground car park, accessed from Springfield Avenue. Jubilee Car Park, situated on Cheltenham Crescent, has an additional 440 spaces.

Six complimentary organiser car park passes are included within the package.

A vehicle holding area and long stay parking for contractor vehicles are located nearby on Dragon Road.

CLEANING

A basic cleaning package is provided as part of your inclusive hire package. Should you need further cleaning services, please speak to your Event Planner about supplementary options available.

HEALTH & SAFETY AND FIRE PRECAUTIONS

There are regulations governing materials used on-site for stage sets, exhibition stands, etc. In general, all materials used should be inherently flame retardant. Further information on the HIC standards can be obtained from your Event Planner.

The fire alarm incorporates both audio alert and public address system announcements. HIC Front of House Staff will assist with any necessary evacuation.

HIC will provide the appropriate number of fire extinguishers of such type or types that satisfy applicable regulatory requirements.

A relevant and comprehensive Risk Assessment for the event should be carried out by the organiser and a copy submitted to the HIC Event Planner.

FIRST AID

If you require First Aid, your Event Planner can arrange appropriate first aid cover to meet the needs of the event if required. There is an additional charge for this service.

FURNITURE ARRANGEMENTS

HIC will set out the loose seating and furniture within the foyers, meeting rooms and dressing rooms in accordance with the event requirements. Any additional furniture moves and changes undertaken by HIC during the event will be subject to an additional charge.

CATERING

Our catering partner, Kudos, offers a comprehensive catering service to suit all requirements. It is a contractual obligation that clients do not provide their own food and drink at HIC.

VENUE SECURITY

Security Staff are provided to operate the security control room including the operation and control of a closed circuit television system.

The Security Staff also control the access of all vehicle entrances and the operation of all parking areas at the Centre.

MAIN
AUDITORIUM

2.0 MAIN AUDITORIUM

Your inclusive package includes:

SEATING

In the Auditorium there is fixed theatre-style seating with a capacity of 1,970 seats and 7 wheelchair positions on a single tier.

Up to 550 seats at the front of the Auditorium can be removed to create a larger stage or performance area, subject to an additional charge.

ACCESS

Audience access is via a curving ramp from the lower and upper foyer areas.

Backstage access is via stairs or lift connecting stage door, principal dressing rooms, Green Room and backstage area.

Goods and equipment access is via the goods and car lifts from the upper forecourt area adjacent to stage door.

GOODS LIFT

Size: 1.47m (d) x 1.17m (w) x 2.15m (h)
Door opening: 1.17m (w) x 2m (h)
Capacity: 750kg

CAR LIFT

Size: 6.2m (d) x 3m (w) x 3.7m (h)
Door opening: 6.2m (d) x 3m (w) x 3.7m (h)
Capacity: 9 Tonnes

STAGING

The Auditorium has a permanent stage 14.7m wide x 7.4m deep x 0.975m high which can be extended and adapted into various configurations by removing seating in Blocks A, B & C, subject to an additional charge.

The permanent stage consists of three rectangular stage lifts, each 10m x 2.4m, which can be set to any level between the Auditorium floor and their maximum height. The lifts can also be used to lower heavy items from the backstage level to the Auditorium.

The following equipment is included within the package:

- 2 sets of black velour curtains
- 3 black serge borders
- 3 pairs black serge legs
- White cyclorama cloth
- 2 lecterns
- 6 two-person "top table" units
- Blue stage carpeting to standard stage

There is no proscenium or fire safety curtain.

House tabs are not hung as standard although a "soft" proscenium arch and house tabs can be hung specially, by prior arrangement.

Height from stage to ceiling (underside of lighting bridge 1): 8m

Height from stage to rigging grid: 12m

A graphic panel can be attached to the front of the lectern – recommended size A2 "portrait".

Banners can be hung either side of the projection screen – recommended size 4m (h) x 1m (w).

A Yamaha C7 Concert Series Grand Piano is available by prior arrangement. Tuning can be arranged subject to an additional charge.

There is a range of additional staging equipment available for hire, including steeldeck and alu rapid variable height staging units, drapes, starcloth, stage furniture and rigging equipment.

SUSPENSION

There are fourteen motorised suspension bars installed over the stage area and ten 300kg fixed speed motorised point hoists installed over the front of the Auditorium.

HIC has a rigging grid over the stage area and the front of the Auditorium. Additional temporary production rigging can be installed subject to a maximum additional loading of 4 Tonnes UDL.

Proposals for temporary rigging must be submitted for approval to the Events Planner no later than two weeks prior to the event.

HIC has a stock of 250kg and 0.5T electric chain hoists and trussing available for hire for additional rigging requirements.

DRESSING ROOMS

Purpose-built dressing rooms with en suite facilities are available for up to 40 people in normal use.

| Dressing Room | A | B | C | D | Chorus 1 | Chorus 2 |
|-------------------|-----|-----|-----|-----|----------|----------|
| Normal Capacity | 1 | 1 | 1 | 1 | 18 | 18 |
| Maximum Capacity* | 2 | | 1 | 1 | 30 | 30 |
| Toilet & Shower | Yes | Yes | Yes | Yes | Yes | Yes |

*Dressing rooms A & B can be joined into one larger room. The chorus dressing rooms can each accommodate up to 30 if full make-up facilities are not required.

The artistes' lounge (Green Room) is situated adjacent to the principal dressing rooms.

LIGHTING

Comprehensive stage lighting facilities are provided, rigged to a standard layout for conferences and presentations.

A GrandMA Light lighting console is installed in the control room above the rear of the Auditorium. An Avolites Pearl 2004 console is also available as an alternative option.

220 ways of ETC Unison dimming is installed with 200 x 3kW circuits and 20 x 5kW circuits.

The following equipment is included within the package:

- 2 x Pani HMI 1200 Follow Spot
- 4 x Martin MAC 600 Moving Light
- 4 x Martin MAC 550 Moving Light
- 6 x ETC S4 Revolution Moving Light (inc. shutter and gobo modules)
- 12 x 2kW Starlette Fresnel
- 6 x ETC Source 4 26 575w Profile
- 12 x Silhouette 30 1.2kW Profile
- 12 x Silhouette 15 1.2kW Profile
- 6 x Strand Cadenza 12-24 2kW Profile
- 2 x Strand Cadenza 8 2kW Profile
- 6 x CCT Freedom 800 Profile
- 6 x 4 Cell Thomas 1kW Linear Cyc Flood
- 12 x PAR 64 Six Bar Beamlight
- 12 x PAR 64 Floor Can Beamlight
- 2 x Molefay 8 Light

The Auditorium is lit by tungsten lighting dimmed over three areas – Flat Floor, Front Rake and Rear Rake. The side areas can be switched off to allow seating areas to be zoned accordingly for smaller audiences.

There is a range of additional lighting equipment available for hire, including moving lights, dimmers, control desks and rigging equipment.

SOUND

Comprehensive sound facilities are provided for conferences and presentations.

A Soundcraft Series 5, 48 channel mixer is installed in a permanent position in the sound booth above the rear of the Auditorium.

A Martin Audio W8LM Series Line Array PA system is installed. This consists of a flown left and right array each of 7 x W8LM mini line array and 1 x W8LMD downfill cabinets and 2 x WS218X dual driver vented sub bass speakers on the floor each side of stage. This is all driven by 4 x MA5.2K power amps for the left and right array and 2 x MA12K power amps for the subs, all being controlled by a DX2 Loudspeaker controller. A selection of Apogee SSM loudspeakers is available for front fills if required.

The following equipment is included within the package:

- 2 x Sony Minidisc Recorder
- 2 x Denon Audio Cassette Machine
- 2 x Denon CD Player
- 1 x Marantz MP3 Recorder

- 2 x Fostex self powered loudspeakers are available for lectern and top table foldback
- Up to 10 cabled Q & A stand microphones
- 6 x Top table microphone
- 2 x Lectern microphone
- 4 x Shure UHF radio microphone
- A Tecpro performance communications system with up to 8 portable outstations

Conference sessions can be recorded to cassette tape, DVD discs or .mp3 files on CD subject to an additional charge.

The following tie lines are installed:

- 54 mic lines from stage to control room, accessible SL for splits
- 24 mic lines from roof void area to control room
- 12 mic lines from various points around the Auditorium to control room
- 36 tie lines from mixer concert position to stage, accessible SL for splits

An induction loop is installed within the Auditorium.

There is a range of additional sound equipment available for hire, including PA & foldback speakers, amplifiers, mixing desks, microphones, Shure UHF diversity radio microphone systems and ring intercom units.

PROJECTION

A 16' x 12' front projection screen is permanently rigged above the stage and flown in as necessary. The screen is mounted within a silver truss frame.

Sanyo XF40 7000 lumens large screen video/data projector, with 6.2 to 9:1 zoom lens, installed in the control room above the rear of the Auditorium.

The following equipment is included within the package:

- Folsom Screen Pro seamless video and data switcher with logo store
- Video playback from DVCAM, DVD, SVHS and VHS
- PC running Windows XP/Vista and Powerpoint 2003/2007 with dual Technician/Lectern Control
- LCD Confidence monitors for lectern and top table
- Laser pointer

Video tie lines link all areas of the stage and Auditorium to the control room.

There is a range of additional equipment and facilities available for hire, including dual screen projection allowing both Powerpoint and "Talking Heads" video coverage.

MAIN AUDITORIUM

POWER

Large power supplies are installed throughout the Centre as follows:

| | |
|-----------------|---|
| Stage | 200A three phase supply 100A three phase supply 63A single phase supply |
| Grid | 32A three phase supply 63A single phase supply |
| Upper Forecourt | 125A three phase supply 16A single phase supply |

Use of these supplies is subject to an additional charge. Within the inclusive package, a 63A single phase electrical supply is included backstage for powering additional technical equipment and 13A sockets are available up to a maximum load of 32A.

Cable ducts link the outside broadcast location on the upper forecourt at stage door with the roof void, the stage, and the control rooms.

TECHNICAL STAFF

Three Technicians are provided to set up and operate the equipment outlined above, and are assigned to the Auditorium for up to ten continuous working hours (excluding meal breaks) within each tenancy day.

Additional Technical Staff can be provided subject to an additional charge.

STEWARDING

Four Front of House Stewards are provided to assist delegates in the Auditorium and Foyers, as well as supervising evacuation in the event of an emergency. They are assigned to the Auditorium for up to ten continuous working hours (excluding meal breaks) within each event day.

Additional Front of House Staff can be provided subject to an additional charge.

RECEPTION

The HIC main reception desk is located on the ground floor foyer of the Conference Centre and is staffed throughout the event and open period. A number of services can be provided, including photocopying, faxing, printing, sale of WiFi access cards, etc.

Reception is also the main control for the site-wide public address system.

CLOAKROOM

There is a cloakroom facility situated on the ground floor foyer of the Conference Centre which can be made available for events. There is an additional charge for staffing this facility.

HEATING & VENTILATION

The Auditorium and foyers are fully air conditioned and an Electrician is available on standby throughout the open period of an event to monitor and adjust settings as required.

ROYAL
HALL

3.0 ROYAL HALL

Your inclusive package includes:

SEATING

Fixed theatre-style seating with a capacity of 978 seats and 10 positions for wheelchair users, in three tiers.

| | |
|--------------|---|
| Grand Hall | 436 seats Seating in the Grand Hall can be removed to create a larger stage or dance floor |
| Grand Circle | 302 seats 4 x wheelchair locations (inc. attendants) |
| Dress Circle | 220 seats 6 x wheelchair locations (inc. attendants) |
| Boxes | 20 seats (5 boxes per side with 2 seats each) |

The boxes can be used closed for theatre style events and each accommodate two people. Alternatively, they can be used with the doors retracted to provide access to the ambulatories for social functions. The boxes are suitable for wheelchair users.

The Grand Hall floor is constructed as a sprung maple dance floor – 19.8m wide x 16.1m deep. The floor loading is 0.225kNm².

ACCESS

Audience access is via the Front Foyer and the North and South Ambulatories. The Dress Circle is accessed via staircases in the Front Foyer and a passenger lift in the South Ambulatory. The North Ambulatory is linked to Hall A and the South Ambulatory is linked to Hall M.

Goods and equipment access is via various routes as follows:

Route 1: Front Entrance – up six steps, through foyer, down seven steps, through North Ambulatory into rear stage scene dock. Smallest door opening 1.68m wide x 2.43m high.

Route 2: Wheelchair Entrance – up ramp, through North Ambulatory into rear stage scene dock. Smallest door opening 1.12m wide x 2.01m high.

Route 3: Hall A – through Hall A, up three steps, through North Ambulatory into rear stage scene dock. Smallest door opening 1.58m wide x 1.92m high.

Route 4: Rear Courtyard – from Hall A service yard, through basement halls link, into rear courtyard, up 18 steps, into rear promenade, through into rear stage scene dock. Smallest door opening 1.57m wide x 1.91m high.

Routes 3 & 4 are dependent on event bookings within the Exhibition Halls.

Vehicle access to the front of the Royal Hall is restricted to loading and unloading only. Parking of vehicles can be accommodated elsewhere on the HIC site.

DRESS CIRCLE LIFT:

| | |
|---------------|------------------------------------|
| Size: | 1.53m wide x 1.4m deep x 2.2m high |
| Door opening: | 1.1m wide x 2.0m high |
| Capacity: | 1000kg |

STAGING

The Royal Hall has a proscenium stage with a safety curtain. All stage settings must allow the safety curtain to be lowered fully at any time.

The proscenium opening is 9.84m (32') wide x 5.2m (17') high to the lower edge of the house pelmet.

The permanent stage is 9.8m (32') wide x 8.17m (26'9") deep x 1.3m (4'3") high and can be extended and adapted into various configurations by removing seating in the Grand Hall.

The stage depth is 2.62m (8'7") from safety curtain to front edge of curved apron and 5.5m (18'2") from safety curtain to back of performance area.

The permanent stage is constructed with a 1 in 40 rake.

Height from stage to underside of grid (at proscenium arch): 11.9m (39').

The following equipment is included within the package:

- Set of red velour tabs and border
- Set of blue velour tabs and border
- 3 black serge borders
- 3 pairs black serge legs
- 2 sets black serge tabs
- White cyclorama cloth
- Lectern
- 4 two-person "top table" units
- Grey stage carpeting to standard stage

A graphic panel can be attached to the front of the lectern – recommended size A2 "portrait".

Banners can be hung either side of the projection screen – recommended size 3m (h) x 0.75m (w).

A Weber upright piano is available by prior arrangement.

There is a range of additional staging equipment available for hire, including steeldeck and alu rapid variable height staging units, drapes, starcloth, stage furniture and rigging equipment.

SUSPENSION

A double purchase counterweight flying system is installed with 19 x 10m bars at 200mm centres – bar 1 is allocated to the house curtain. Maximum loading on any bar is 200kg.

A motorised FOH lighting bar is installed 6.55m in front of the safety curtain. The bar is 12m long with a 250kg SWL.

Three internally wired LX bars are available and can be rigged to any of the counterweight sets.

A permanently installed manually winched LX bar is installed immediately upstage of the counterweight bars with a 200kg SWL.

A hemp set is available upstage for a cyclorama.

DRESSING ROOMS

Dressing rooms are available for up to 32 people in normal use.

| Dressing Room | 1 | 2 | Chorus 1 | Chorus 2 |
|------------------|-----|-----|----------|----------|
| Normal Capacity | 1 | 1 | 15 | 15 |
| Maximum Capacity | 2 | 2 | 30 | 30 |
| Toilet | Yes | Yes | Yes | Yes |
| Shower | No | No | Yes | Yes |

The chorus dressing rooms can each accommodate up to 30 if full make-up facilities are not required.

A crew room is situated adjacent to the chorus dressing rooms.

Additional accommodation can be arranged if adjacent Halls are available.

All rooms have audio show relay installed.

LIGHTING

Comprehensive stage lighting facilities are provided, rigged to a standard layout for conferences and presentations.

A strand 550 lighting console with Tracker moving light software is installed in the control room at the rear of the Grand Circle. An Avolites Pearl 2004 console is also available as an alternative option.

ETC Sensor dimming is installed with 174 x 3kW circuits.

The following equipment is included within the package:

- 2 x Pani HMI 1200 Follow Spot
- 4 x Martin MAC 250 Entour Moving Light
- 4 x Martin MAC 250 Wash Moving Light
- 4 x ETC S4 Revolution Moving Light (inc. shutter module)
- 24 x 1kW Starlette Fresnel
- 6 x ETC Source 4 10 575w Profile
- 6 x ETC Source 4 19 575w Profile
- 6 x ETC Source 4 26 575w Profile
- 4 x 4 Cell Selecon 1kW Cyc Flood
- 24 x PAR 64 Beamlight
- 6 x PAR 56 Floor Can Beamlight

The Royal Hall is lit by dimmable tungsten lighting. The Grand Circle and Dress Circle areas can be switched off for smaller audiences.

There is a range of additional lighting equipment available for hire, including moving lights, dimmers, control desks and rigging equipment.

SOUND

Comprehensive sound facilities are provided for conferences and presentations.

A Yamaha LS9-32, 32 channel mixer is installed in the control room at the rear of the Grand Circle, which can be relocated to the rear of the Grand Hall if required.

A PA system is installed consisting of a KV2 ES 1 loudspeaker with KV2 ES 2.5 sub woofer cabinet on the balcony either side of stage. An additional KV2 EX 12 loudspeaker is installed in the North and the South Slips to cover the Dress Circle.

The following equipment is included within the package:

- 1 x Sony minidisc recorder
- 1 x Marantz MP3 recorder
- 1 x Denon audio cassette machine
- 1 x Denon CD player
- 2 x Fostex self powered loudspeakers are available for lectern and top table foldback
- Up to 10 cabled Q & A stand microphones
- 6 x Top table microphone
- 2 x Lectern microphone
- 2 x Shure UHF radio microphones
- A Tecpro performance communications system with up to 6 portable outstations

Conference sessions can be recorded to cassette tape, DVD discs or .mp3 files on CD, subject to an additional charge.

The following tie lines are installed:

- 16 mic lines from SR to control room
- 16 mic lines from SL to control room
- 16 mic lines from Dress Circle to control room
- 8 mic lines from Grand Hall to control room
- 8 tie lines from SR to control room
- 8 tie lines from SL to control room
- 8 tie lines from Dress Circle to control room
- 4 tie lines from Grand Hall to control room

An induction loop is installed covering all areas of the Royal Hall.

Audio show relay is available in the dressing rooms and Green Room.

There is a range of additional sound equipment available for hire, including PA & foldback speakers, amplifiers, mixing desks, microphones, Shure UHF diversity radio microphone systems and ring intercom units.

ROYAL HALL

PROJECTION

A 12' x 9' back projection screen is rigged above the stage and flown in as necessary. The screen is mounted within a silver truss frame.

Panasonic 5600 5000 lumens large screen video/data projector, with 0.8:1, normally positioned on a permanent platform at the rear of the stage.

The following equipment is included within the package:

- Folsom Screen Pro seamless video and data switcher with logo store
- Video playback from DVD, SVHS and VHS
- PC running Windows XP/Vista and Powerpoint 2003/2007 with dual Technician/Lectern Control
- LCD Confidence monitors for lectern and top table
- Laser pointer

Video tie lines link all areas of the Royal Hall to the control room.

There is a range of additional equipment and facilities available for hire, including dual screen projection, which allows both Powerpoint and "Talking Heads" video coverage.

POWER

Temporary power supplies are installed throughout the Royal Hall as follows:

| | |
|-----------------|-------------------------|
| Up Stage Centre | 63A three phase supply |
| Up Stage Centre | 63A single phase supply |
| Stage Right | 63A three phase supply |
| Orchestra Pit | 63A three phase supply |
| Grand Hall | 63A three phase supply |
| Roof Void | 63A three phase supply |

Use of these supplies is subject to an additional charge. However, within the package, a 63A single phase electrical supply is included backstage for powering additional technical equipment and 13A sockets are available up to a maximum load of 32A.

STAFFING

Three Technicians are provided to set up and operate the equipment outlined above, and are assigned to the Hall for up to ten continuous working hours (excluding meal breaks) within each tenancy day.

Additional Technical Staff can be provided subject to an additional charge.

HIC Staff rosters are prepared three weeks in advance and there may be an additional charge for any alterations at less than three weeks' notice.

STEWARDSING

Two Front of House Stewards are provided to assist delegates in the Royal Hall, as well as supervising the evacuation in the event of an emergency. They are assigned to the Hall for up to ten continuous working hours (excluding meal breaks) within each tenancy day.

Additional Front of House Staff can be provided subject to an additional charge.

HEATING & VENTILATION

The building is heated using conventional radiators and the Royal Hall is equipped with a mechanical ventilation system. An Electrician is available on standby throughout the open period of an event to monitor and adjust settings as required.

QUEEN'S
SUITE

4.0 QUEEN'S SUITE

Your inclusive package includes:

DIMENSIONS

| | |
|----------------|---------------------|
| Overall length | 25 metres |
| Overall width | 26 metres |
| Clear height | 3.9 metres |
| Floor loading | 7.5kNm ² |
| Floor finish | Fully carpeted |

Delivery access is from the service road via a goods lift (2.5m l x 1.9m w x 2m h maximum load 1600kg) and then through the second floor foyer area.

SEATING

Loose seating can be arranged to standard layouts, with a maximum capacity of 600 theatre style.

When the Suite is divided into two rooms, the maximum capacities are:

- Queen's Suite A – 270 theatre style
- Queen's Suite B – 270 theatre style

When the Suite is divided into ten rooms the maximum capacities are:

- Room 1 60 theatre-style
- Room 2 68 theatre-style
- Room 3 68 theatre-style
- Room 4 41 theatre-style
- Room 5 58 theatre-style
- Room 6 68 theatre-style
- Room 7 68 theatre-style
- Room 8 40 theatre-style
- Room 9 28 theatre-style
- Room 10 28 theatre-style

CAD plans are available showing the standard layouts, or our CAD Office can produce custom layouts to suit specific requirements.

AV EQUIPMENT

Lectern set on 1.8m x 0.9m x 0.3m carpeted platform.

Top table for two set on 1.8m x 2.7m x 0.3m carpeted platform.

10' x 7'6" front/rear projection screen with black drape kit.

Panasonic PT-D5500E 5000 lumen data projector with 0.8:1 or 1.8-2.5:1 lens.

PC running Windows XP/Vista and Powerpoint 2003/2007.

PA system including D & B E3 loudspeakers, 12 channel mixer, CD player, lectern microphone, up to three top table microphones, and two hand-held radio microphones for Q&A.

A PA system is installed for general announcements and background music.

Portable induction loop systems can be provided on request.

Suspension points for temporary rigging are installed within the ceiling – maximum SWL 250kg.

LIGHTING AND POWER

Ten 13 amp 240 volt double socket outlets up to a maximum load of 32A are available within the room.

A ceiling mounted three phase busbar system is installed and individual supplies up to a maximum of 63A 3P can be provided. Installation of these supplies is subject to an additional charge.

Dimmable tungsten lighting and low energy switched lighting is installed and can be individually controlled to suit the various room layouts.

TECHNICAL STAFF

One Technician is provided to set up and operate the equipment outlined above, and is assigned to the Suite for up to ten continuous working hours (excluding meal breaks) within each tenancy day.

Additional Technical Staff can be provided subject to an additional charge.

STEWARDING

One Front of House Steward is provided to assist delegates in the Queen's Suite and supervise evacuation in the event of an emergency. The Steward is assigned to the Suite for up to ten continuous working hours (excluding meal breaks) within each tenancy day.

Additional Front of House Staff can be provided subject to an additional charge.

HEATING & VENTILATION

The Queen's Suite is fully air conditioned and an Electrician is available on standby throughout the open period of an event to monitor and adjust settings as required.





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