

## Assembly Rooms Technical Specification

At the Assembly Rooms Edinburgh, we have our own in-house Production team who will work with you and suppliers to help turn your ideas into reality.

Our in-house team have an extensive range of specialities that are supported by access to the latest event and performance technology both in house and from local suppliers to help deliver dynamic professional conferencing and state of the art hybrid and virtual solutions.

Our available on site technical equipment is always being updated so please use this spec as a guide to what we have available. The venue as standard is supported with a built in K-Array sound system that is discreetly installed throughout the venue and each of our historic spaces have adjustable chandeliers with LED lighting that can be controlled via controllers.

We would advise contacting our team to talk through your specific requirements.

**Production Manager:** [richard.eggleton@edinburgh.gov.uk](mailto:richard.eggleton@edinburgh.gov.uk)

**Event Coordinator:** [charlie.fletcher@edinburgh.gov.uk](mailto:charlie.fletcher@edinburgh.gov.uk)

**Telephone:** 0131 220 4348

### WIFI / Internet

The venue has its own exclusive production WIFI network, separate to the public WIFI called Prodnet. Prodnet is a dedicated unrestricted line for production with 20mb download and 20mb upload.

Exhibit WAP network is also located in the Ballroom and offers 95mb download and 95mb upload speeds.

Specific internet support for a virtual or hybrid events can be discussed with our Production Manager in more detail.

### Music Hall Details

#### *Sound*

Alongside the K-Array system we have 4 QSC K12 powered monitors, 4 QSC KSUBs and 2 Stage monitors.

Our in-house sound desk is the Soundcraft SI Compact (24- channel mixer) with a Madi digital stage box (24/8)

We have 10 Sennheiser G3 Receivers which can be used with wireless handhelds or headset microphones. We also Have 2 Shure Lectern microphones, 2 SM58s, 2 SM57s and 2 DI boxes.

For background music we have a SD/USB audio player and for recording we have a SD/USB audio Recorder.

For comms we have 4 Tecpro belt packs and headsets.

## **AV**

Our video switcher is the Roland V-1HD which has 4 inputs, 1 preview out and 1 main output, which connects to a Panasonic Projector (PT-RZ970, 10,000-lumen). The in-house screen is 7.5m with an aspect ratio of 16:9.

We have 3 (8<sup>th</sup> gen i5) HP laptops with PowerPoint and 1 MacBook for keynote or Qlab.

For a comfort monitor on stage we have a 27inch monitor (mirroring the main screen. We do not have the ability to show Presenter notes)

## ***Lighting***

Our in-house lighting desks are the ETC Element and Avolites Titan one.

Light fixture list;

- 12 ETC Source 4 LED Profile Zoomspot Lights
- 24 Selador Lustre D40+ LED Wash lights + Barndoors
- 12 Channel Dimmer Rack (Zero88 Betapack 3)
- 6 ETC Source 4 36deg Fixed Beam Ellipsoidal
- 12 Selecon RAMA 1/1.2kw Fresnel c/w Barndoor
- 18 Prolight SmartBat Wireless LED with DMX Transmitter

## ***Patch Panels***

We have patch panels with cat6, XLR and fibre linking stage, lower balcony, control room, centre mix position MH, Under balcony bar and Ballroom.

For a full patch list please contact the Production Manager.

## **Ballroom Details**

Installed in the ballroom rack we have a 12 channel Soundcraft analogue mixer with a Stereo 31 band graphic EQ, with two Sennheiser G3 receivers (which can be use with either Handhelds or Headset microphones) and a USB/CD player for background music.

## **West / East Drawing Room Details**

Installed in the West/East rack we have K-Array sound system controlled via the IDR-8 with two Sennheiser G3 receivers (which can be use with either Handhelds or Headset microphones) and a USB/CD player.

## Staging

We have 46 sections of stage deck in house. Our standard stage size in the music hall is 15m wide with a depth of 4m, with 85cm legs attached to the stage deck. We also have legs cut to 44cm. A maximum depth of stage is up to 8m.

A ramp can be built for both heights 85cm / 44cm to allow wheelchair access onto the stage

Crowd barriers can be sourced if required.

## Floor Plans

We can help create bespoke floor plans tailored towards your event.

## Power

13Amp sockets are located throughout the building (usually at skirting level) Or in floor panels.

## Music Hall

Heavy mains located in the music hall back corridor;

1 x 100A	415V TPN+E	'Ceeform' Socket	(Red 5-Pin)
2 x 63A	415V TPN+E	'Ceeform' Socket	(Red 5-Pin)
4 x 63A	230V SPN+E	'Ceeform' Socket	(Blue 3-Pin)
4 x 32A	230V SPN+E	'Ceeform' Socket	(Blue 3-Pin)

All with local Isolator switches.

A hatch from the music hall back corridor allows cable access directly onto the stage left and centre upstage level.

## Ballroom

The Ballroom has the following production power outlets;

East Corner:

1 x 63A 415V TPN+E	'Ceeform' Socket	(Red 5-Pin)
1 x 32A 230V SPN+E	'Ceeform' Socket	(Blue 3-Pin)

Production Panel on North Wall:

1 x 63A 415V TPN+E	'Ceeform' Socket	(Red 5-Pin)
1 x 32A 230V SPN+E	'Ceeform' Socket	(Blue 3-Pin)

3 hatches are in the centre of the room for 13Amp exhibition power.

## Rigging

The Music Hall has a system of pre-installed hoists (equipped with a load cells) it will not be possible for you to use your own hoists.

These hoists have a variety of maximum loadings, which cannot be exceeded.

Operation of the Hoists is permitted by venue Production staff only.

There are 18 hoists available.

The standard Music Hall set up is a hoist mounted truss grid over the stage, approximately 13.5 x 6m of Prolyte H30V Box Section and ladder beam.

With an advance bar and advance bar 2

Hoist	SWL	Beam Load	Hoist	SWL	Beam Load
1	225	250	10	200	275
2	225	250	11	250	275
3	900	975	12	250	275
4	900	975	13	350	400
5	250	275	14	350	400
6	275	550	15	900	975
7	250	275	16	900	975
8	250	275	17	225	250
9	250	275	18	225	250

## Access

Please note that all equipment deliveries must be via Back of House – no equipment to be taken through the front doors and foyer.

Vehicle Load-In Access is via the Assembly Rooms East Lane off Rose Street North Lane. (maps can be provided if required)

Maximum vehicle size (due to restrictions in turning space) is a medium commercial truck – nominally 11m x 3.1m (i.e. 40' Articulated Vehicles will not be able to access the loading doors). 40' trucks can be accommodated with prior arrangement – unloaded in Rose St and taken up the side lane.

Access time for Rose St for larger vehicles is restricted to 11pm-1030am.

No vehicle parking is available onsite. Vehicles must be cleared from the premises once unloaded.

The load-in is flat floor with a small kerb.

**Load in Doors:** 1900x2300

**Music Hall Access Door:** 1100x2000

***Ballroom, East & West Drawings Rooms Access Door: 900x2000***

There is a goods lift that can be accessed from the East lane ground floor to give access to the 1<sup>st</sup> Floor (Music Hall, Ballroom, East / West Drawing Rooms, Under Balcony Bar) and 2<sup>nd</sup> Floor (lower Balcony, Oval room, West balcony suite).

Please note that there is no lift to the 3<sup>rd</sup> floor where the control room is situated.

Goods Lift Dimensions and Capacities: 26 person / 2000kg.

Car dimensions Width 1500mm Depth 2700mm Height 2150mm

**Storage**

Storage space for equipment and empty cases etc is very limited within the venue.

We have no dedicated storage space; therefore, whenever possible empty cases should be returned to vehicles for storage.

On site storage must be discussed in advance with the Production or onsite Duty Managers.

**Artist Rooms**

There are 4 dressing rooms to the rear of the Music Hall, Artist room 1 and 2 are on the same floor as the music hall and 3 and 4 are up a level with access via a spiral staircase.

13Amp power is supplied in each room along with cat6 patch panels.

The dressing rooms can be equipped with mirrors, fridge, telephone and tables as requested

Each Artist room is equipped with a ensuite Shower / WC.

**Fixings**

Due to the historic nature of the venue we do not allow fixed onto the fabric of the venue, this includes fixings to floor, ceilings, walls etc and encompasses all forms of temporary and permanent fixings. Our inhouse Production team can offer solutions from the use of approved professional grade Gaffer tape to NEC approved double sided tape.