



Audio-visual brochure

Exceptional classic and modern spaces



Welcome to No.11 Cavendish Square

No.11 Cavendish Square is a beautiful venue with a stunning grade-II-listed Georgian townhouse as its facade, consisting of exceptional classic and modern spaces. Whether you are using the Burdett Theatre for a large-scale conference or the President's Room for an intimate meeting, we have state-of-the-art technology to ensure we can meet all your expectations.

We are continually investing in audio-visual (AV) and event technology throughout the building, meaning no matter how complex your brief is our in-house team, with its detailed knowledge of the venue, will have a solution for you. We have a variety of spaces and AV facilities from the Burdett and Maynard Theatres – perfectly poised to hold hybrid events with streaming and videography capabilities; The Orangery – with fixed screens that are perfect for digital branding; or our simpler smaller rooms, such as the Chris Ham Room – perfect for meetings requiring a plasma screen. No.11 Cavendish Square is a 21st century venue, perfect for all your AV needs.

If your event has any bespoke or unusual needs our experienced in-house AV team is happy to provide tailored quotes for those events that require 'thinking outside the box' and are always on hand to provide expertise and guidance to meet all your AV needs and to deliver cutting-edge solutions.

Hybrid Events

At No.11 Cavendish Square, we pride ourselves on having the latest audio-visual technology available for our clients. Although hybrid events have been around for some time, the Covid-19 pandemic and restrictions around social distancing have brought them to the forefront of the events industry. Hybrid events offer the perfect solution for combining an in-person event with a virtual component, permitting both live and online audiences to view the same content at the same time.

No.11 Cavendish Square has invested and equipped its theatres with in-house technology to allow speakers to present, participate in debates and interact in live Q&As, even when it’s not possible to be in the building, no matter what your chosen platform. In light of the changing environment we are also investing upgrading technology in our medium and small rooms, The Edwards Room is the first of these rooms to be equipped with new technology, consisting of built-in cameras and microphones offering hybrid solutions for those looking to meet in new ways. Over the coming weeks and months this technology will be rolled out to all rooms throughout the venue. For more details please speak to one of our events managers on 020 7307 2474 or email venue@11cavendishsq.com

If you are looking for a more advanced solution to host your hybrid event, we have partnered with an external audio-visual supplier creating three cutting-edge and innovative packages offering an enhanced experience for both live and online audiences: digital information and an augmented ‘virtual’ experience laid on top of the ‘in-the-room’ one. If you would like to discuss any of these packages in more detail please contact one of our event managers; each package can be tailored for a specific event.

We look forward to working with you and bringing together your audience in new ways.

| HYBRID EVENT RATES | 1 In-house option | 2 £6,200 | 3 £7,200 | 4 £8,200 |
|---|----------------------|-------------|-------------|-------------|
| Burdett: PTZ camera control, vision mix and stream to platform of choice | £600 | N/A | N/A | N/A |
| Maynard: PTZ camera control, vision mix, stream to platform of choice and two technicians | £880 | N/A | N/A | N/A |
| Camera man and AV technician to cover streaming | | Yes | Yes | Yes |
| Set-up customisation | | Yes | Yes | Yes |
| Branded design | | Yes | Yes | Yes |
| Live-stream integration | | Yes | Yes | Yes |
| Speaker profiles | | Yes | Yes | Yes |
| Sponsor profiles | | Yes | Yes | Yes |
| Full agenda | | Yes | Yes | Yes |
| Session info | | Yes | Yes | Yes |
| Branded livestream | | Yes | Yes | Yes |
| Social media feed | | Yes | Yes | Yes |
| Live Q&A | | Yes | Yes | Yes |
| Exhibitor profiles | | | Yes | Yes |
| On-demand video | | | Yes | Yes |
| Venue map | | | | Yes |
| Live pollings and surveys | | | | Yes |
| Online management portal | | | | Yes |
| Analytics | | | | Yes |
| Personal agenda | | | | Yes |
| Breakout sessions | | | | Yes |
| Attendee profiles | | | | Yes |
| Session ratings | | | | Yes |
| Back-end integration | | | | Yes |
| Full email support | | | | Yes |
| Phone support | | | | Yes |
| Gamification | | | | Yes |

| Additional Services | | | | |
|-------------------------|---------------|--|--|--|
| Presentation pre-record | £150 per hour | | | |
| Rehearsal studio | £1,200 | | | |



The Burdett Suite

The Burdett Theatre is No.11 Cavendish Square’s largest contemporary space and is perfect for conferences, AGMs and other special events such as awards and formal dinners. The Burdett Theatre boasts natural light, with privacy glass if required, and a range of lighting and AV systems. Adjoining the Theatre is an elegant space – The Orangery and Courtyard – perfect for catering and networking. The Burdett Suite also includes a private reception area and two green rooms.

[Click here to view Burdett Theatre details and most commonly asked AV questions](#)

AV INCLUDED

Lectern, including:
Computer with Microsoft Office and Slido
Touchscreen
1 pair of microphones
22” comfort monitor
Switcher including 2 guest HDMI inputs
Optional VGA input
Logitech presenter
2 clickers
8 top-table radio microphones
40” comfort monitor for stage
3 16:9 screens with high-brightness laser data projection
AV technician
LED multicolour wall and ceiling lighting
Stage lighting
Remote-controlled pin spots
500MB wifi (option to personalise)
Infrared induction loops

ADDITIONAL AV

| | |
|--|---|
| Lapel radio microphones | £50 plus VAT per mic (max 8) |
| Roving microphones | £50 plus VAT per mic (max 4) |
| Additional laptop with Microsoft Office and Slido | £80 plus VAT |
| Audio recording | £35 plus VAT |
| Countdown clock | £100 plus VAT (includes laptop and 21 inch monitor) |
| Additional AV technician | £280 plus VAT |
| AV technician (weekend) | £420 plus VAT |
| Streaming | £500 plus VAT (includes 1 additional AV technician) |
| Visual recording | £500 plus VAT (includes 1 additional AV technician) |
| Streaming and visual recording | £600 plus VAT (includes 1 additional AV technician) |
| Seamless 6 x HDMI PC input data switcher and preview monitor | £200 plus VAT |

* Maximum 10 microphones in use at one time

We can also link rooms (video and sound) to increase capacity, please speak to your Event Manager for more details or to discuss alternative options.



The Maynard Theatre

The Maynard Theatre is a contemporary, flexible space ideal for conferences, AGMs and evening networking meetings. The space boasts magnetic walls, relay screens, PA system and a range of lighting. It also comes with a private cloakroom and foyer, perfect for registration, catering and networking.

[Click here to view Maynard Theatre](#)

AV INCLUDED

Lectern, including:
Computer with Microsoft Office and Slido
Touchscreen
1 pair of microphones
22” comfort monitor
Switcher including 2 guest HDMI inputs
Optional VGA input
Laser pointer with clicker
Clicker
5 top-table microphones
40” comfort monitor
16:9 screen with high-brightness LCD projection
Stage lighting
500MB wifi (option to personalise)
Infrared induction loops

ADDITIONAL AV

| | |
|--|---|
| Lapel radio microphones | £50 plus VAT per mic (max 4) |
| Roving microphones | £50 plus VAT per mic (max 2) |
| Additional laptop with Microsoft Office and Slido | £80 plus VAT |
| Audio recording | £35 plus VAT |
| AV technician | £280 plus VAT |
| AV technician (weekend) | £420 plus VAT |
| Countdown clock | £100 plus VAT (includes laptop and 21" Monitor) |
| Streaming | £500 plus VAT (includes 1 additional AV technician) |
| Visual recording | £500 plus VAT (includes 1 additional AV technician) |
| Streaming and visual recording | £600 plus VAT (includes 1 additional AV technician) |
| Seamless 6 x HDMI PC input data switcher and preview monitor | £200 plus VAT |

* Maximum 10 microphones in use at one time

* 2 or more lapel microphones require a technician

We can also link rooms (video and sound) to increase capacity, please speak to your Event Manager for more details or to discuss alternative options.

Mid-size Rooms

At No.11 Cavendish Square we are fortunate to have a wide variety of spaces that can host different types of meetings and events. The Marlborough Theatre, Edwards and Maxwell Rooms are three distinctive mid-size contemporary spaces that include state-of-the-art AV and lighting.



Marlborough theatre

- Lectern, including:
- Computer with Microsoft Office and Slido
 - 1 pair of microphones
 - 22" comfort monitor
 - Switcher including 2 guest HDMI inputs
 - Optional VGA input
 - Laser pointer with clicker
 - Clicker
- 4 top-table microphones
40" comfort monitor
16:9 screen with high-brightness LCD projection
500 MB wifi
Infrared induction loops

[Click here to view Marlborough Theatre](#)



Edwards Room

- Lectern, including:
- Computer with Microsoft Office and Slido
 - 1 pair of microphones
 - 22" comfort monitor
 - Switcher including 2 guest HDMI inputs
 - Optional VGA input
 - Laser pointer with clicker
 - Clicker
- 2 built in camaras allowing external streaming
4 top-table microphones
16:9 screen with high brightness LCD projection
LED multicolour lighting
500MB wifi
Infrared induction loops

[Click here to view Edwards Room](#)



Maxwell Room

- Lectern, including:
- Computer with Microsoft Office and Slido
 - 1 pair of microphones
 - 22" comfort monitor
 - Switcher including 2 guest HDMI inputs
 - Optional VGA input
 - Clicker
- 4 top-table microphones
84" plasma screen
500MB wifi
Infrared induction loops

[Click here to view Maxwell Room](#)

As with our larger spaces we have a range of additional AV that can be booked to support your event. If you require something that is not included on this list please speak to your Event Manager to discuss options.

ADDITIONAL AV

| | |
|--|---|
| Conference phone | £45 plus VAT |
| Lapel radio microphones | £50 plus VAT per mic (number available varies depending on room) |
| Roving microphones | £50 plus VAT per mic (number available varies depending on room) |
| Additional laptop with Microsoft Office and Slido | £80 plus VAT |
| Audio recording | £35 plus VAT |
| Countdown clock | £100 plus VAT (includes laptop and 21" monitor) |
| AV technician | £280 plus VAT |
| AV technician (weekend) | £420 plus VAT |
| Seamless 6 x HDMI PC input data switcher and preview monitor | £200 plus VAT |

* 2 or more lapel microphones require a technician

Evening Spaces

Located on the ground floor are The Orangery and Courtyard, and The Green House. Both these spaces are elegant and exude style, perfect for those special occasions such as Christmas and summer parties, formal meals and receptions. The Orangery and Courtyard is a beautiful space with a glass ceiling and Courtyard encircled by a living wall. The Greenhouse has a sophisticated champagne bar at its centre with natural light flooding in from all sides. Both spaces have adaptable state-of-the-art AV and lighting.



The Orangery

- PA system with bluetooth connection
- 2 roving microphones
- 2 fixed digital branding screens
- Staging (if required)
- LED multicolour lighting
- 500MB wifi

[Click here to view The Orangery](#)



The Green House

- PA system
- Roving microphone
- 2 fixed digital branding screens
- Staging (if required)
- LED multicolour lighting
- 500MB wifi

[Click here to view The Green House](#)

Bespoke events can sometimes require that extra touch to add to the ‘wow’ factor. On these occasions we have additional AV that can be added to the space. If you require something that is not listed, please speak to your Event Manager.

ADDITIONAL AV

| | |
|--|---------------------------|
| Lapel radio microphone | £50 plus VAT |
| Additional laptop with Microsoft Office and Slido | £80 plus VAT |
| Battery uplighters | £150 plus VAT (6 per box) |
| Portable 55 inch plasma screens | £150 plus VAT |
| AV technician | £280 plus VAT |
| AV technician (weekend) | £420 plus VAT |
| Linking screens | Bespoke price on request |
| Seamless 6 x HDMI PC input data switcher and preview monitor | £200 plus VAT |

Smaller Rooms

No. 11 Cavendish Square has a host of smaller spaces available for hire that vary in size and style. Depending on the occasion we have something for everyone, The President's Room with its sense of grandeur, Marlborough 3 for its contemporary style and magnetic walls or The Chris Ham Room for its lovely high ceilings and beautiful views over Cavendish Square. All rooms come with a plasma screen (ranging from 55" to 70" depending on the size of the room) and include 500MB wifi and a HDMI connection.

If you require any further AV in any of the smaller rooms, please speak to your Event Manager.

[Please click here to see the full range of our smaller rooms](#)



A particular thank you to you for insisting on that technical run-through. It made all the difference – we were able to allocate resources accordingly and could brief team members.

ACADEMY OF ROYAL MEDICAL COLLEGES

[Your] AV tech was also really helpful and on the ball, keeping our presentations and sound running seamlessly. We'll use [you] again.

BARCLAYS

I really want to say a big thank you to your AV technician for being massively helpful and proactive – changing our slides to reflect the remaining agenda and tweaking for consistency, assisting all our staff and speakers in a friendly way and helping our external AV guy with the awards.

INDEPENDENT HIGHER EDUCATION

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