



Meeting Facilities in HKAM Jockey Club Building

2026 Equipment / Technical Services / Furniture Booking Form

Organisation	:		Date Required	:	
Function Venue	:				
Contact Person	:		Fax No.	:	
Tel No.	:				
Email	:				

Please indicate the needed quantity and specify the date/time required:

ICT/AV Equipment	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Laptop Computer	\$680	\$760		
Wireless Keyboard / Mouse	\$150	\$160		
All-in-One Printer (print, copy, fax, and scan)	\$760	\$890		
Webcam (HD quality)	\$310	\$360		
Presenter	\$170	\$200		
Laser Pointer	\$100	\$110		
Tel/Fax Line	\$250	\$290		
Conference Phone	\$760	\$890		
Walkie Talkie w/ handsfree earphone	\$250	\$290		
22-24" LED Display	\$310	\$360		
49" LED Display	\$760	\$890		
55-60" LED Display	\$1,040	\$1,200		
LCD Projector	\$900	\$1,050		
Portable Screen	\$580	\$680		
Visualizer	\$310	\$360		
Wireless Presentation System	\$760	\$890		
Wireless Handheld Microphone	\$310	\$360		
Clip / Earset Microphone	\$360	\$410		
Digital Countdown Timer	\$150	\$160		
Video Camcorder	\$580	\$680		
Wireless Speakerphone	\$590	\$700		
Video bar	\$1,100	\$1,300		
TOTAL CHARGE (HK\$)				

Professional AV Equipment	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Conference Microphone System (10 mics)	\$2,070	\$2,460		
Additional Conference Mic	\$170	\$200		
HDMI Cable (10M)	\$250	\$290		
HDMI Extender	\$560	\$680		
Video Mixer	\$610	\$740		
Audio Recorder / Interface	\$330	\$390		
Audio Mixer	\$890	\$1,050		
Speaker (w/ stand)	\$890	\$1,050		
PTZ Camera (w/ stand)	\$2,620	\$3,120		
PTZ Camera Controller	\$1,220	\$1,460		



Music Instrument and peripherals	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours Before event	Order during event period		
Piano - Yamaha C6 Grand	\$8,240	-		
Digital Piano - Korg D1 (bundled with keyboard amplifier)	\$900	-		
Drum Set - Tama Superstar Hyper-Drive (6pcs)	\$2,800	-		
Amplifier - Fender Blues Deluxe for Guitar	\$900	\$1,050		
Amplifier - Fender Champion 100 Combo for Guitar	\$460	\$540		
Amplifier - AMPEG Portaflex PF350 w/ 2x10 Cab for Bass Guitar	\$630	\$760		
Microphone – Shure SM58 w/ Stand	\$310	\$360		
Microphone – Shure SM57 w/ Stand	\$210	\$240		
Microphone – AKG C414 XLII w/ Stand	\$770	\$900		
Mic Stand	\$120	\$120		
Music Stand	\$120	\$120		
Mic/Jack Cable (10M)	\$100	\$100		
Audio Direct Input Box	\$250	\$290		
TOTAL CHARGE (HK\$)				

Temporary PA System <i>Technician standby must be opted to cover the operation time</i>	Per Day	Quantity	Date / Time Required (From - To)
Basic Package Included 2 x Speaker, 2 x Wireless Mic, 1 x CD Player	\$2,070 per setup		
Extra Speaker	\$660 per setup		
Extra Microphone (Wireless or Wired)	\$310 per setup		
TOTAL CHARGE (HK\$)			

Video-conferencing and Webinar Service Package	Per 4-hrs session	Quantity	Date / Time Required (From - To)
Video-conference for Meeting	\$5,800		
Live Streaming on Social Media/ Webinar	\$17,540		
TOTAL CHARGE (HK\$)			

Live Signal Overthrow <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	Per 4-hrs session	Quantity	Date / Time Required (From - To)
In-room Sound Feed <i>Available in RRS Hall/LPY/PYK/FR1/FR2/JK only</i>	\$280/venue		
Overflow Video/Audio to another venue <i>Available in RRS Hall/LPY/PYK/Foyer only</i>	\$2,070/venue		
TOTAL CHARGE (HK\$)			

LED Wall <i>Available in RRS Hall only</i>	Per Day	Quantity	Date / Time Required (From - To)
LED Wall (Basic Backdrop image) <i>Available in RRS Hall only</i>	\$9,240 per day		
TOTAL CHARGE (HK\$)			



Technical Services	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Recording Service				
Video Recording Service	\$1,110 per input source	\$1,380 per input source		
Internet Service				
Device Connection	\$120 per device	\$150 per device		
Dedicated 10 Mbps Bandwidth	\$1,390	---		
WiFi Service				
Dedicated WiFi Network	\$170 per venue	\$240 per venue		
File Sharing Service				
File Server	\$770	---		
Device Connection (Internet Service Included)	\$130 per device	\$170 per device		
TOTAL CHARGE (HK\$)				

Technician Standby	Per 4-hrs session		Quantity	Date / Time Required (From - To)
	Order 24-hours before event	Order during event period		
Weekdays except Public Holidays	\$2,070	\$2,470		
Weekends and Public Holidays	\$3,420	\$4,100		
Overtime	\$630 per hour	\$770 per hour		
TOTAL CHARGE (HK\$)				

Technical Miscellaneous	Per Day	Quantity	Date / Time Required (From - To)
Power Extension Cord (4 sockets)	\$80		
32Amp 3 Phase Electricity Supply	\$2,300 per socket		
TOTAL CHARGE (HK\$)			

Furniture	Per Day		Quantity	Date / Time Required (From - To)
	Order 24-hours Before event	Order during event period		
Flipchart	\$150	\$160		
White Board	\$130	\$140		
Poster Board	\$180	\$210		
Poster Board with Spot Light	\$210	\$240		
Exhibition Set	\$1,750	\$2,080		
Table	\$160	\$200		
Chair	\$150	\$160		
Stage Platform	\$170	\$200		
Seat Cover	\$120	\$130		
TOTAL CHARGE (HK\$)				



Section	Total Amount
ICT/AV Equipment	
Professional AV Equipment	
Music Instrument and peripherals	
Temporary PA System	
Video-conferencing and Webinar Service Package	
Live Signal Overflow	
LED Wall	
Technical Services	
Technician Standby	
Technical Miscellaneous	
Furniture	
GRAND TOTAL (HK\$)	

Remarks

1. Supply are subject to availability.
2. Additional software applications to be installed on the laptop computer or iPad are subject to approval. An extra charge may be applied for testing and commissioning.
3. Equipment/Furniture should always be used in accordance with any safety instructions available for it.
4. Users are not allowed to use the equipment/furniture outside the designated locations unless special approval is obtained from the Academy.
5. Users should stop using the equipment/furniture if there is any malfunction or damage, and report to the HKAM technical staff on duty immediately.
6. If any damages is found in the equipment/furniture or loss of the Academy's property, the organisers / guests shall be liable for the repair or replacement cost involved.
7. Other equipment/furniture may be hired as requested from outside suppliers. However, sufficient notice must be given to allow the provision of such equipment/furniture.
8. If the equipment/furniture or technical services booking is cancelled within 14 days before the commencement of the hire period, a 50% cancellation fee will apply in addition to any charge by outside suppliers for the cancellation.
9. The Academy reserves the right of final decision on equipment loan / provision of technical services and the right to claim compensation for any damage, loss of equipment and cancellation of booking.

1 January 2026