

## **Audio Visual and Accommodation Requirements For David Irvine — Information For Speaker's Bureaus**

A central component to David's presentations is the experience he elicits from photographic images; it is therefore imperative that a high quality projector and large screen be made available for his presentations to enhance and support the entire experience for participants.

### **Audio Visual — For groups of less than 250 participants**

- A cordless lapel microphone (no microphone needed for less than 50 participants)
- LCD high power projector (minimum 2000 lumens); David will be bringing a Macintosh Laptop computer with his slide presentation on it; he has the necessary adaptors to make any conversion.
- David requires an audio hook up so that sound can be played through his computer for part of his presentation.
- A large screen.
- Table at the front for laptop computer and other equipment to support PowerPoint.
- If the event is longer than a half day, please set the room up with round tables.
- A minimum of 60 minutes of setup and run-through time in advance of the presentation is needed to test the audio-visual system.

### **Audio Visual – For groups greater than 250 participants**

- AV must be specifically tailored to the venue - for example, AV may need to be upgraded for a larger group, along with a larger venue; two screens may be needed and an upgraded sound system may be required.
- Screen format: Prefer rear-projection or flown from a truss, allowing David to walk in front of the screen without obstructing the image; and possible rear projection.

### **Merchandise Sales:**

Participants love to continuously learn more about what they just heard. Many will appreciate having an opportunity to purchase David's books. Please have a table set up at the back of the room for David's books (A volunteer to assist is greatly appreciated: volunteer(s) will receive a complimentary book for their time.)

### **Accommodation Requirements**

To ensure the very best from David, please arrange for accommodations that are:

- *Non-Smoking*
- High-speed internet accessible
- Convenient access to your venue
- Quiet and away from ice machines and elevators

### **Note:**

No event can be recorded without David's written permission. Please contact the Speaker's Bureau you are working with, with any questions about recordings.

Contact: Speaker's Bureau information