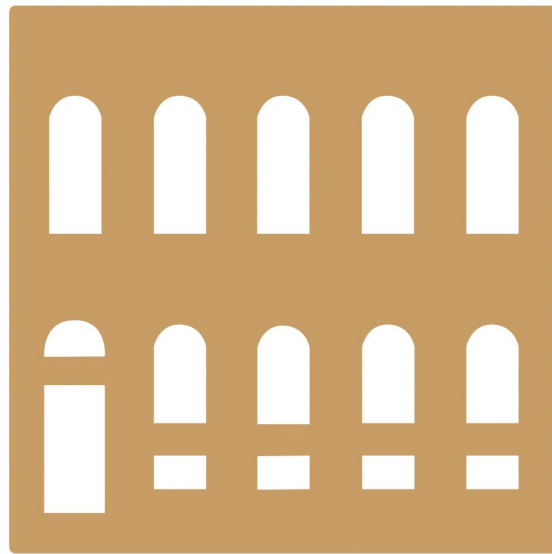


Event folder

BILLROTHHAUS



Event culture since 1893

Gesellschaft der Ärzte in Wien – Billrothhaus

Frankgasse 8, 1090 Wien, Austria | Tel. +43 1/405 47 77 | info@billrothhaus.at | location.billrothhaus.at

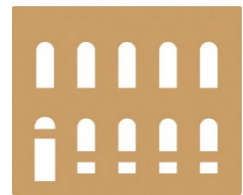
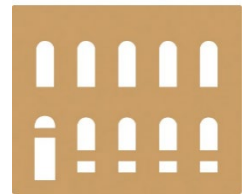


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Your event at the Billrothhaus

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Whether in person, online, or both – you're always in the right place with us!

At the Billrothhaus, we have extensive experience with both in-person events and with livestreams, webinars, and video recordings. If spatial capacities become limited or if a majority of attendees prefer to participate online, we support you with webinars or streaming for your online events or hybrid gatherings with the same dedication and professionalism as we do with in-person events.

Whether onsite or online – we are here to support you with advice, assistance, and technology!

The ideal setting – Billrothhaus as a studio (with or without an audience)

Drab webinars are a thing of the past! The atmospheric Billrothhaus and its captivating ambiance provide the perfect setting for your online event. We support you with technology and personnel, ensuring smooth execution. A test run beforehand is, of course, included. And, we are mobile, too – we are happy to provide our technology outside of Billrothhaus as well and assist you in setting up an external studio.

Comprehensive support wherever you are

Time commitments make it difficult for your speakers to travel, or they prefer to stream from their home office? No problem: We also provide support for your webinar remotely! Our team connects your speakers from wherever they are, or records the presentations in advance upon request.

Certified continuing education

Are you planning a medical training session? Upon request, we handle the accreditation of the webinar through the DFP system (Austrian diploma of further education – Diplomfortbildungsprogramm), including points allocation for your guests and issuance of participation certificates.

Invitation and registration

We are happy to provide you with our registration system for your event. Registered participants will automatically receive a confirmation as well as their ticket or participation link. Additionally, we can further promote your event through our communication channels (newsletter and social media).

Interactivity: It takes two

Encourage online interaction by allowing participants to engage in discussions and ask the speakers questions via chat. Or, pose your own questions to your participants, fostering lively exchanges.

Maximize your event's potential

Would you like to record the event on video? Easy as pie! We take care of recording and post-production, and make your videos available on demand at www.billrothhaus.tv or provide you with the raw footage.

Detailed information about our extensive services
can be found in this event folder, as well as on our website
location.billrothhaus.at



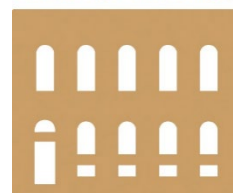
Contact:

College of Physicians in Vienna – Billrothhaus
Frankgasse 8, 1090 Vienna
Austria

Mag. Gerald Thalhammer
Tel. +43 1 / 405 47 77-15
gerald.thalhammer@billrothhaus.at

Equipment

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Ceremonial Hall

included in room rental:

- Fixed theater seating: 284 downstairs; stage size 20m²
- 1 lectern (black): L= 80 cm, W= 51 cm, H= 1.30 m
- 1 table next to lectern (black): L= 100 cm, W= 53 cm, H= 77 cm
- 1 presiding table (black)
- 2 large moderator seats (red padded)
- 4 small moderator seats (red padded)
- 1 backstage table: L= 138 cm, W= 91 cm, H= 77 cm
- 1 fixed screen: H= 3 x W= 4 m
- 1 fixed air conditioning unit (Samsung; heating and cooling function)

Council Room

included in room rental:

- 1 oval table: L= 2 m, W= 1 m, H= 87 cm
- 1 large oval table: L= 3 m, W= 1.20 m, H= 87 cm
- 2 brown benches (partly padded and with leather covering): L= 1.20 m, W= 45 cm, H= 50 cm
- 4 brown armchairs (partly padded and with leather covering)

Grand Library

included in room rental:

- 1 large library table: L= 4 m, W= 1.20 m, H= 76 cm
- 1 small library table: L= 2 m, W= 1.20 m, H= 76 cm
- 1 old desk: L= 1.80 m, W= 90 cm, H= 79 cm

Seminar Room

included in room rental:

- 1 large library table: L= 4 m, W= 1.20 m, H= 76 cm
- 1 fixed screen: H= 2.5 x W= 2.5 m

Reading Room

included in room rental:

- 1 large library table: L= 4 m, W= 1.20 m, H= 76 cm
- 1 small brown wooden table: L= 88 cm, W= 58 cm, H= 78 cm

not included in room rental:

- 2 leather sofas (1 black, 1 white)
- 3 leather armchairs (black)
- 1 sofa table (black): L= 1.20 m, W= 80 cm, H= 39 cm

Furnishings

included in room rental:

- 2 brown tables (backstage and gallery): L= 90 cm, W= 60 cm, H= 79 cm
- 1 brown table (gallery): L= 1.20 m, W= 72 cm, H= 77 cm
- 19 seminar tables: L= 1.40 m, W= 70 cm, H= 75 cm
- 37 brown library chairs (wood)
- 40 black library chairs (Thonet; wood)
- 93 seminar chairs (gray padded with backrest)
- 2 benches (cloakroom; Thonet, red padded) L= 1.05 m, W= 45 cm, H= 48 cm
- 8 brown chairs Style 1 (wood; 2 padded, 6 unpadded)
- 2 brown chairs unpadded Style 2 (wood)
- 2 fixed cloakrooms (1 per floor)

not included in room rental:

- 4 buffet tables: L= 1.80 m, W= 80 cm
- 3 bistro tables: Diameter= 60 cm, H= 75 cm
- 15 bar tables (silver)
- 2 leather armchairs (dark brown)
- 3 stools (black)
- 1 mobile wardrobe

Further equipment

included in room rental:

- 1 mini-stage: L= 80 cm, W= 80 cm, H= 18 cm
- 3 A1-size poster stands: H= 84.1 x W= 59.4 cm
- 2 flyer stands (silver): H= 1.20 m, W= 26 cm
- 1 information board (silver; A3 landscape format)
- Directional signage:
 - 6 cord stands (gold)
 - 6 directional signs (gold; A4 portrait)
 - 6 cords (red)
- 1 directional arrow sign (silver; A4 landscape format)
- 2 break bells
- 5 disinfectant dispensers

not included in room rental:

- 4 flip charts: H= 95 x W= 70 cm
- 6 pin boards: H= 1.45 x W= 1.20 m
- Easel for name tags: 2 pieces for paper formats with:
 - Front= 29.7 x 8.5 cm (back same size)
 - Front= 42 x 15 cm (back= 42 x 10 cm)
- 2 coffee machines (fully automatic)
- 100 water glasses
- 50 wine glasses (universal)

2 plexiglass walls
5 tower fans (ANSIO; oscillating, with remote control)
4 mobile heaters
6 floodlights (changeable light color, with remote control)
26 tablecloths (white; various sizes)
30 chair covers (white)

Technology

included in room rental:

1 fixed screen in small library
1 small mobile screen: H= 2 x W= 2 m
1 large mobile screen: H= 2.5 x W= 3.25 m
Moderator table/Ceremonial Hall: 2 table microphones
Lectern Ceremonial Hall: 2 fixed microphones
7 theater spotlights Spot 650/100
2 halogen spotlights Strandlightning Nocture 1000 R7s
Distribution power outlets: 9 x 3-way, 1 x 4-way, 1 x 5-way, 7 x 6-way, 2 cable reels
8 notebooks:

- 2 HP HQ-TRE-71025
- 4 Lenovo Legion 515IMH
- 1 Lenovo ThinkPads L450
- 1 Acer Aspire 5750G

5 projectors:

- 1 Sony VPL FHZ85, 7200 AnsiLumens
- 2 Sony FH36, 5.200 AnsiLumens
- 1 Epson, 2.500 AnsiLumens
- 1 Benq TH683, 2.500 AnsiLumens

3 Logitech presenters

not included in room rental:

1 LEGAMASTER ETX-75 (180cm) UHD, e-Screen with interactive touch display
8 wireless microphones: handheld/clip-on/neckband
4 handheld microphones
3 tabletop microphones with stands
2 conference phones with analog DECT base and battery for up to 60 hours of talk time
1 JBL PartyBox 110 (black; Bluetooth party speaker with lighting effects)
1 mobile lectern (black; microphone and active speaker, Lectern Active DENON Professional)

Streaming technology

not included in room rental:

9 cameras:

- 4 Panasonic camcorders
- 5 Lumix Panasonic system cameras

8 lighting systems:

- 3 Arri-Stufenlinsen
- 3 Dedolight
- 2 Aputure

12 microphones:

- 1 Schoeps
- 1 Sennheiser
- 4 AKG large diaphragm
- 2 AKG small diaphragm
- 1 AKG boundary
- 3 Rode

2 Lavalier wireless microphone sets (Sennheiser)

1 mixing console (Soundcraft)

2 audio recorders and sound interfaces:

- 1 Sound Devices
- 1 Zoom

2 video recorders (Blackmagic Design)

2 video mixers (Blackmagic Design)

Catering collaborations 2024



Caterer	Contact information
 <p data-bbox="336 705 687 779">DIE FESTWIRTE FUITH & MARK</p>	
<p data-bbox="240 875 480 943">Fuith & Mark - Die Festwirte GmbH</p> <p data-bbox="240 987 596 1055">Gutheil-Schoder-Gasse 8-12, 1100 Wien</p>	<p data-bbox="775 875 943 904">Andreas Fuith</p> <p data-bbox="775 987 1098 1055">+43 (0)664 913 79 78 andreas.fuith@festwirte.at</p>

Catering collaborations 2024

BILLROTHHAUS



Caterer	Contact information
<p>Canapeschmiede e.U.</p> <p>Heiligenstädter Lände 15/Top 1A 1190 Wien</p>	<p>Sasa Mirković</p> <p>+43 (0)660 91 56 999 office@canapeschmiede.at</p>
<p>Cateringkultur GmbH</p> <p>Simmeringer Hauptstraße 283, 1110 Wien</p>	<p>Eva Burian</p> <p>+43 (0)1 879 64 33 office@cateringkultur.at</p>
<p>Catering Trabitsch</p> <p>Klederinger Straße 14, 2320 Schwechat</p>	<p>Martina Trabitsch</p> <p>+43 (0)1 707 64 81 catering@trabitsch.at</p>
<p>Food Affairs</p> <p>Inkustraße 1–7, Geb. 4, Top 1, 3400 Klosterneuburg</p>	<p>Martin Reisenberger</p> <p>+43 (0)664 60 40 86 00 office@food-affairs.at</p>
<p>Limoni's Catering GmbH</p> <p>Lenaugasse 3/4, 1080 Wien</p>	<p>Alexandar Gadaj (General Manager) Contact for inquiries: Barbara Klug +43 (0)664 28 21 937 catering@limonis.at</p>
<p>Tip Top Table</p> <p>Heumühlgasse 6, 1040 Wien</p>	<p>Marie Köffler-Bohrer</p> <p>+43 (0)1 585 41 65 office@tiptoptable.at</p>

Free choice of caterer applies.

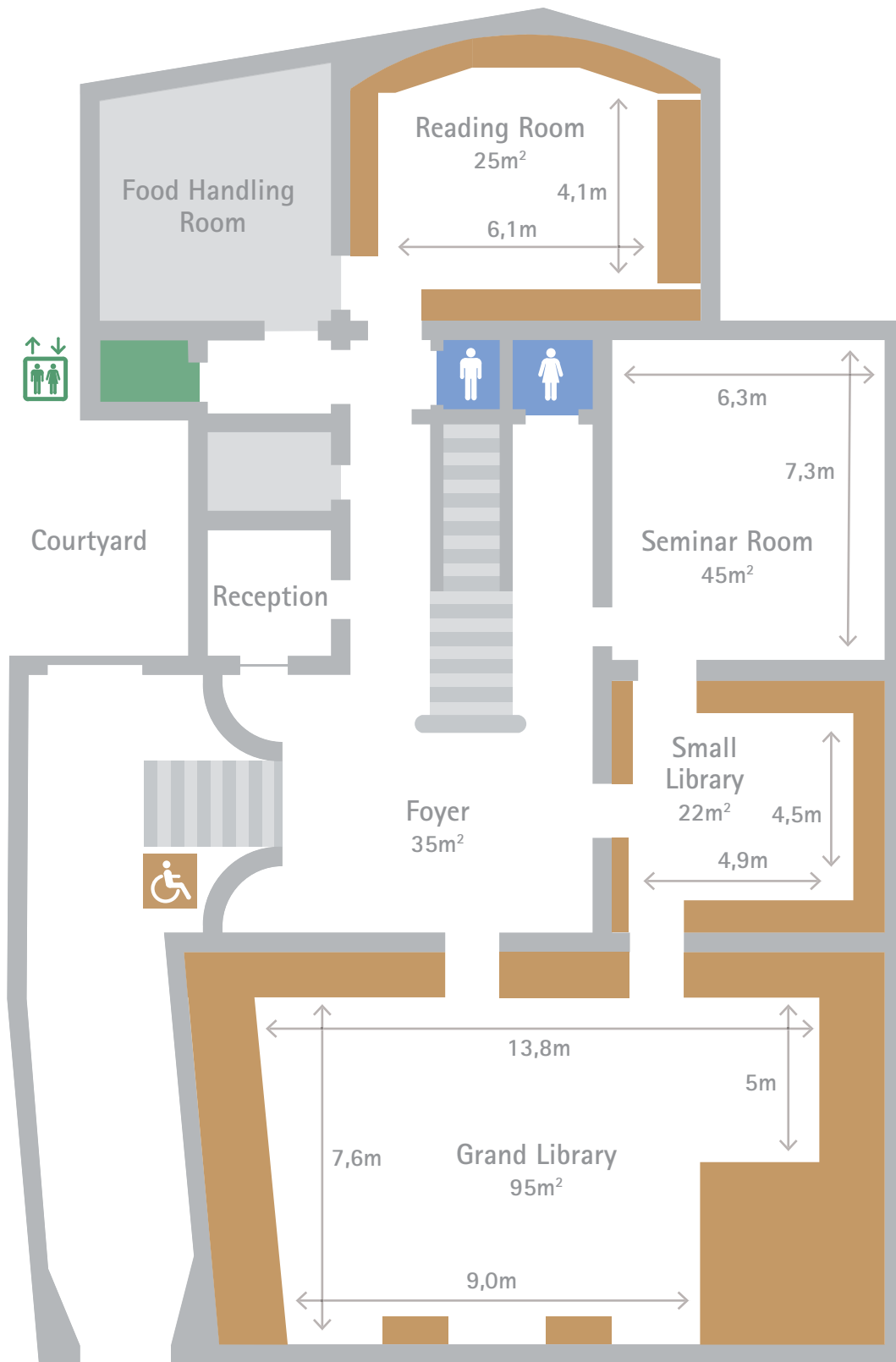
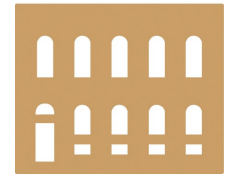
If you decide on a catering company that is not among our cooperation partners, a one-time fee of € 200,- will be charged.



Floor plan

Ground floor

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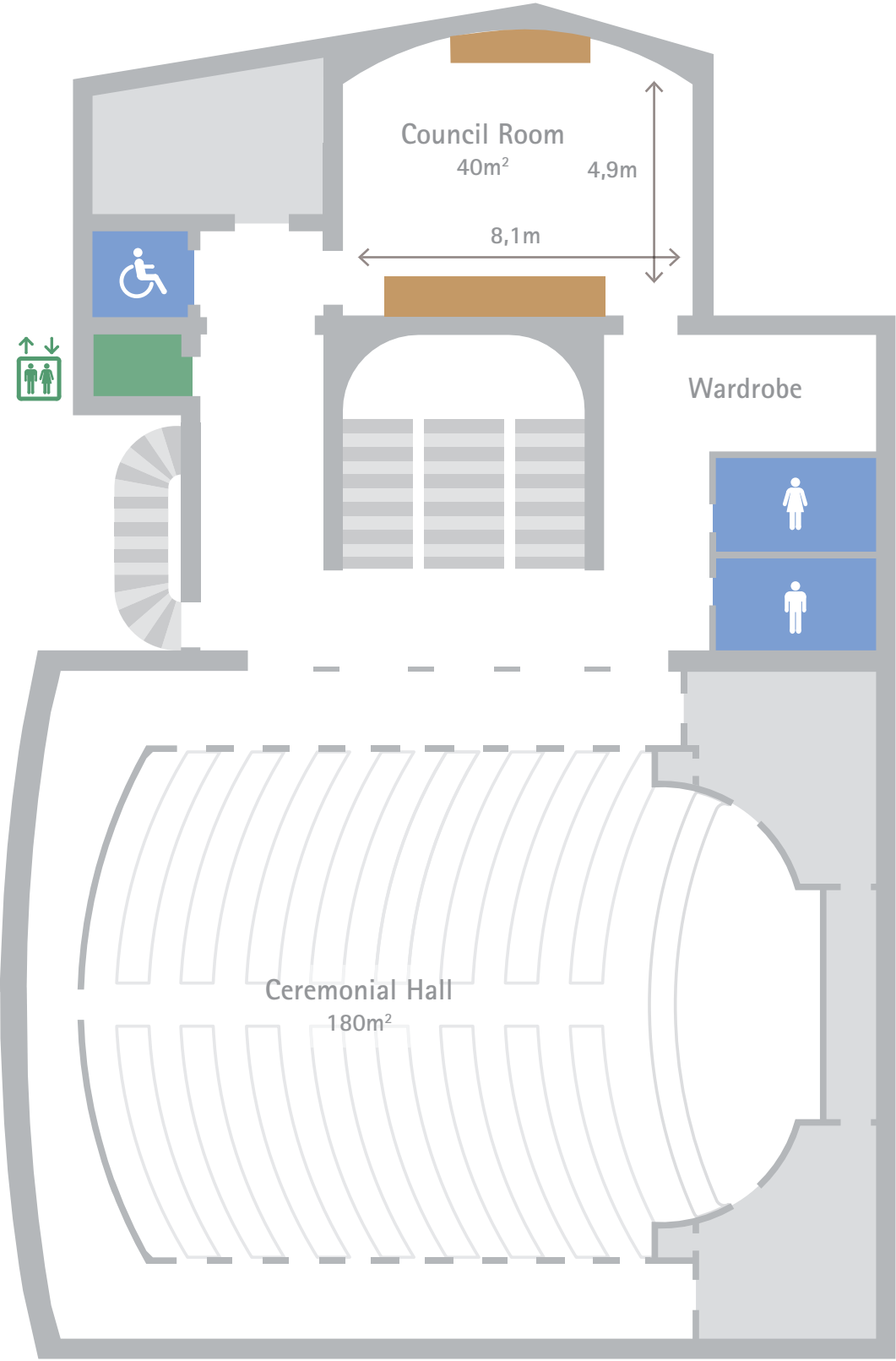
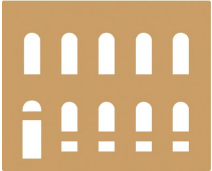


Video tour of the Billrothhaus:



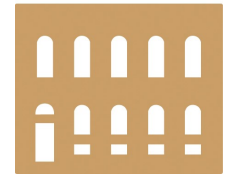
Floor plan

1st floor



Video tour of the Billrothhaus:





Personnel Price Sheet¹

	Hourly rate ²	Half day (max. 5,5 hours)	Full day (max. 9,5 hours)
Technician			incl. 1,5 hours of technical check and setting
weekdays	€ 85,-	€ 440,-	€ 720,-
Sat, Sun, and public holidays	€ 120,-	€ 620,-	€ 1.000,-
Supervision			
weekdays	€ 25,-	€ 120,-	€ 210,-
Sat, Sun, and public holidays	€ 40,-	€ 190,-	€ 320,-
For events with more than 100 attendees, two supervisors are required and charged			
Cleaning flat rate			
weekdays		Flat rate small: € 100,- / Flat rate large: € 190,-	
Sat, Sun, and public holidays		Flat rate small: € 150,- / Flat rate large: € 270,-	
Flat rate based on expenditure: <u>Small</u> : when a maximum of two rooms (excluding Ceremonial Hall) are used <u>Large</u> : when the Ceremonial Hall and/or more than two rooms are used			
Setting flat rate			
Setup and dismantling of the desired setting; flat rate is based on the event size: <u>Small</u> : < 80 attendees (only theater/standing reception) <u>Large</u> : > 80 attendees and/or classroom/U-shape/square/banquet			
		Flat rate small: € 100,- / Flat rate large: € 190,-	

¹ Our prices are in accordance with § 6 para. 1 Z 16 UStG. without VAT. All prices are in Euro. Valid from October 15, 2023. Invoicing based on actual expenditure.

² Per hour or part thereof, excluding technical check and setup.

Services

Price sheet¹



	Rate	Half day (max. 4 hours)	Full day (max. 8 hours)
Streaming			
open access, streaming window embeddable (e.g. via www.billrothhaus.at/live or website of your choice)	starting from € 875,-		Price upon request
<ul style="list-style-type: none"> · streaming software (Wowza) · incl. equipment (2 cameras), technology, and personnel · unlimited number of participants (no tracking possible), no registration required · 1,5 hours of prearation and follow-up) 			
Webinar			
<ul style="list-style-type: none"> · conference software (Zoom) · incl. equipment (2 cameras), technology, and personnel 	starting from € 1.250,-		Price upon request
<ul style="list-style-type: none"> · option for speaker participation (incl. briefing and guidance before start) · interactivity between participants and speakers via chat, Q&A, or audio input (raising hands) · personalized link provided for each participant · report on participant engagement duration · 1,5 hours of preparation and follow-up (incl. breifing/short test run if needed) 			
Video recording and editing			
in addition to the streaming or webinar services:	starting from € 450,-		Price upon request
<ul style="list-style-type: none"> · HD recording with 2 cameras · post-processing, provision of edited video data · incl. post-production 			
recording without streaming/webinar:	starting from € 875,-		
Invitation and registration			
<ul style="list-style-type: none"> · announcement in the event calendar on our website (incl. registration option) · promotion through newsletter (individual date) and social media - also available for separate booking 			starting from € 500,-

Hosting page on www.billrothhaus.at / video on demand

We create a branded landing page for your event, which can be password-protected if desired, which includes the following information:

starting from
€ 500,-

e.g.

- program
- virtual conference bag
- sponsor logos
- general information
- videos including editing and post-production

Studio (permanent)

Use our stunning rooms as a studio for your speakers (for hybrid events with an audience, regular room rental fees apply).

Ceremonial Hall: € 182,-/hour
Grand Library: € 126,-/hour

Pre-recording (flexible)

- Pre-recording* (via Zoom) of presentations or event content
- incl. post-production (layout/graphics)
- incl. coordination of recording dates

Flat rate billing is possible if more than 10 pre-recordings are requested. Editing of self-recorded videos will be charged with a fee of € 50,-.

€ 150,-/video

* additional costs may apply if the recording is to be conducted at the Billrothhaus

Studio (mobile)

We provide our equipment (2 cameras, laptop, microphones) along with personnel – even if the studio is not located at the Billrothhaus.

starting from € 1,500,-

(within Vienna; for events outside Vienna, additional costs for travel and accommodation apply)

DFP accreditation

Approbation of your medical event (webinar) and booking of DFP* points or issuance of attendance certificates (only if registration for the event is done by us). If the event takes place at the Billrothhaus, you will receive a 50% discount.

up to 300 participants: € 500,-
up to 500 participants: € 750,-
up to 1.000 participants: € 1.300,-

* certified further training for physicians in Austria [DFP = Diplomfortbildungsprogramm] of the Austrian Academy of Physicians [Akademie der Ärzte]

Photography services

An experienced in-house photographer is available for your event at the Billrothhaus at discounted rates. Includes post-processing and delivery via WeTransfer.

€ 200,-/hour

-

-

Guided tour with a focus on medical history (English or German)

Our librarian brings medical history to life: discover exciting, interesting and amusing facts about the history of the College of Physicians in Vienna and the Billrothhaus and its architecture.

at least € 125,- or € 5,- per person
(max. 35 people)

Buffet

sandwiches, coffee (incl. milk and sugar), orange and apple juice, mineral water, red and white wine

Invoicing based on actual expenditure

¹ Our prices are in accordance with § 6 para. 1 Z 16 UStG. without VAT. All prices are in Euro. Valid from January 1, 2023. Invoicing based on actual expenditure.