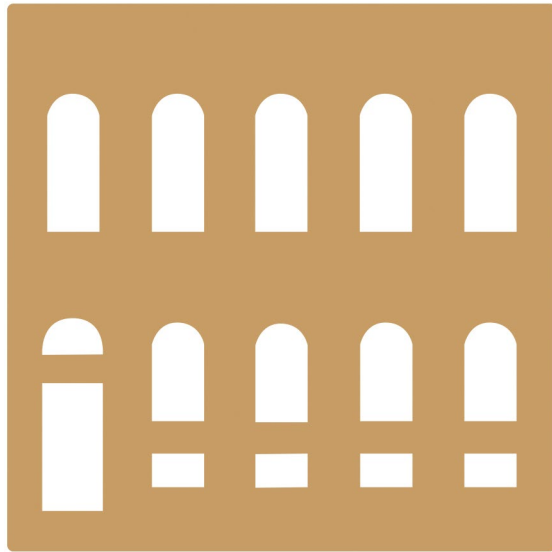


Event folder

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

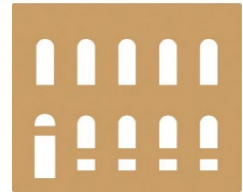
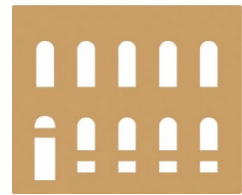


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Your event at the Billrothhaus

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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.

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



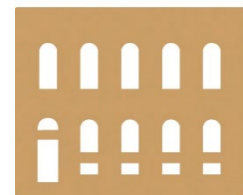
Contact:

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

Tel. +43 1 / 405 47 77
info@billrothhaus.at

Equipment

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Ceremonial Hall

included in room rental:

- Fixed theater seating: 250 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:

- 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 LED Eurolite spotlights
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
microphones: 8 handheld/2 clip-on/2 neckband
4 handheld microphones
3 tabletop microphones with stands
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:

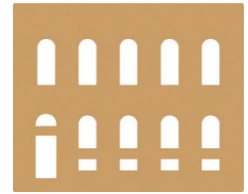
- 1 Sound Devices
- 1 Zoom

2 video recorders (Blackmagic Design)

2 video mixers (Blackmagic Design)

Catering collaborations 2026

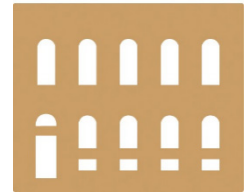
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Caterer	Contact information
<p>Canapeschmiede</p> <p>Stammersdorferstraße 122/1 1210 Wien</p>	<p>Sasa Mirković</p> <p>+43 (0)660 91 56 999 office@canapeschmiede.at</p>
<p>Cateringkultur</p> <p>Simmeringer Hauptstraße 283 1110 Wien</p>	<p>Eva Burian</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>EB Catering</p> <p>Lichtensteinstraße 1 3033 Altlengbach</p>	<p>Elfriede Baumgartner</p> <p>+43 (0)660 117 58 08 office@ebcatering.at</p>
<p>foodaffairs PREMIUM CATERING</p> <p>Haidingergasse 1-15 1030 Wien</p>	<p>Martin Reisenberger</p> <p>+43 (0)664 604 086 00</p>
<p>Fuith & Mark – Die Festwirte</p> <p>Gutheil-Schoder-Gasse 8-12 1100 Wien</p>	<p>Andreas Fuith</p> <p>+43 (0)664 913 79 78 andreas.fuith@festwirte.at</p>

Catering collaborations 2026

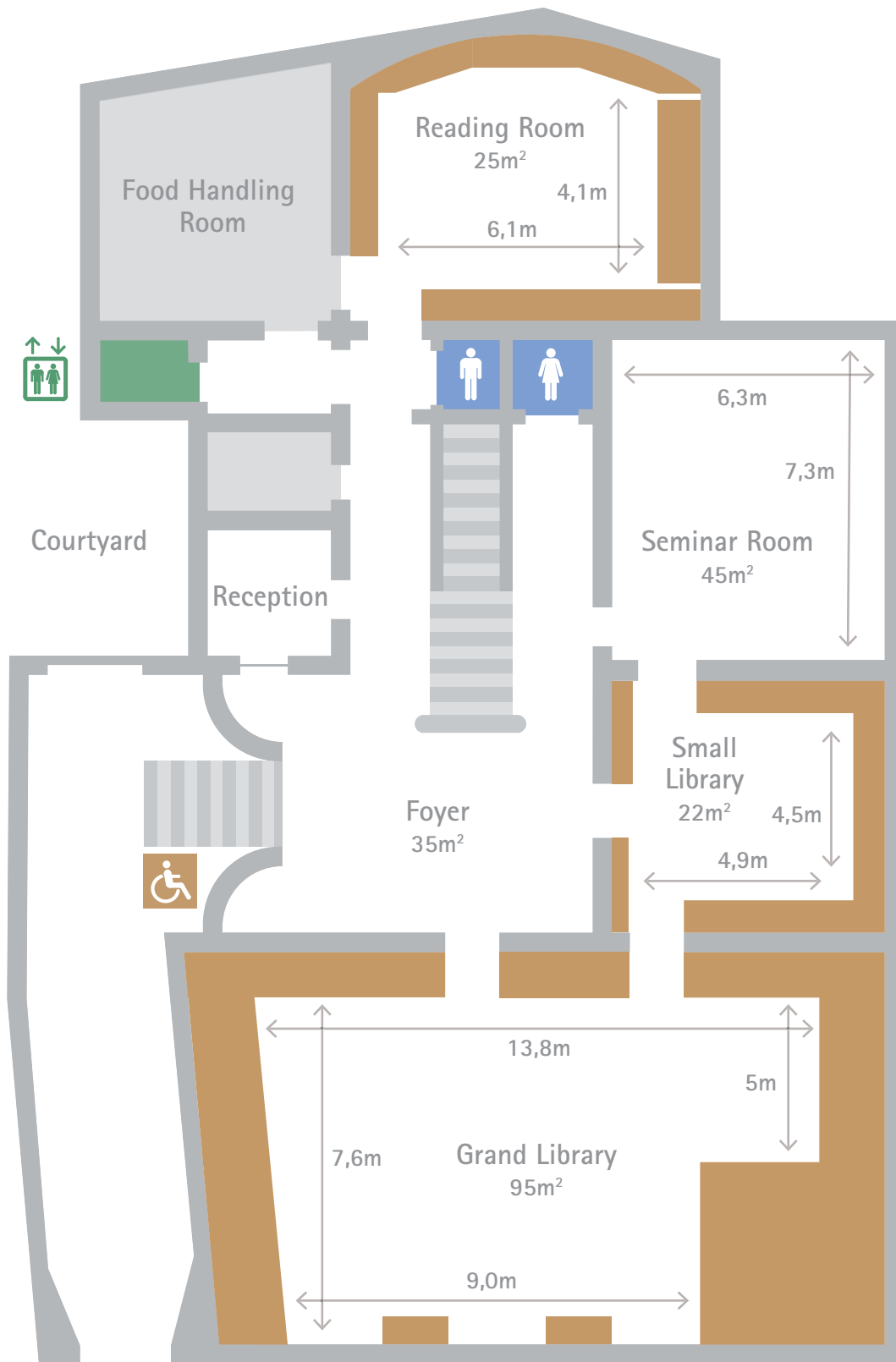
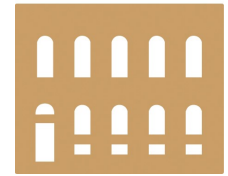
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Floor plan

Ground floor

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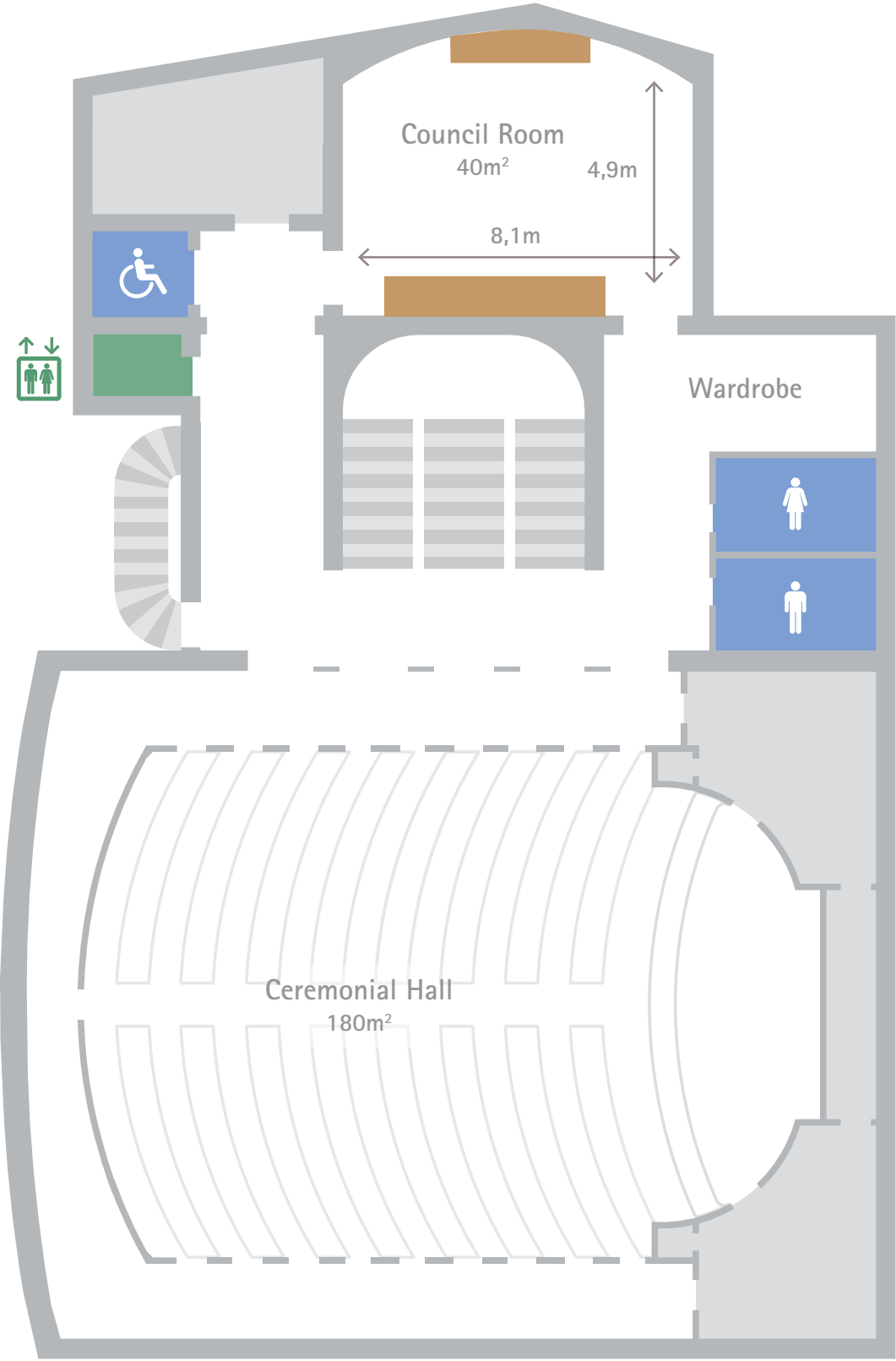
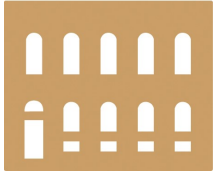


Video tour of the Billrothhaus:



Floor plan

1st floor



Video tour of the Billrothhaus:





Room rental at the Billrothhaus

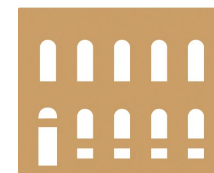
Price sheet¹

Rooms	Hourly rate ²	Half day (up to 4 hours)	Full day
1st floor Ceremonial Hall and Council Room	€ 319,-	€ 1.210,-	€ 2.310,-
Ceremonial Hall 184 m ² , for up to 284 people	€ 286,-	€ 1.100,-	€ 2.090,-
Council Room 48 m ² , for 10-60 people	€ 88,-	€ 330,-	€ 633,-
Grand Library incl. adjoining rooms (Small Library, Seminar Room)	€ 319,-	€ 1.210,-	€ 2.310,-
Grand Library 135 m ² , for 25-140 people	€ 198,-	€ 770,-	€ 1.430,-
Small Library 36 m ² , for 10-40 people	€ 61,-	€ 231,-	€ 440,-
Seminar Room 45 m ² , for 10-50 people	€ 99,-	€ 385,-	€ 748,-
Food Handling Room for catering (incl. dishwashing area, refrigerator, high-voltage power supply), room booking mandatory when using catering services	€ 39,-	€ 143,-	€ 275,-

Special conditions apply for NGOs and NPOs (up to 20% discount on room rental). Members of the College of Physicians in Vienna receive a membership bonus (maximum €160 discount on the total offer amount).

¹Our prices are exclusive of VAT in accordance with § 6 (1) Z 16 UStG. All prices are in Euro. Valid from **January 1, 2025**. The cancellation of binding bookings, except for half-day or full-day events, is free of charge up to two months before the event date, thereafter a fee of 33% of the respective offer amount will be charged (to the account of the College of Physicians in Vienna with IBAN AT94 1630 0001 3037 6215). If an event is cancelled within one month before the event date, 66% of the offer amount will be charged. In case of cancellation of an event within one week before the event date, the total amount will be charged. For half-day or full-day events, one third of the offer amount is due as a deposit. The deposit is non-refundable upon cancellation.

² Per hour or part thereof; this also includes preparation and follow-up time. If applicable with setup fee: If setup for the event is already done the day before, we charge 50% of the room rental fee.



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	€ 94,-	€ 484,-	€ 792,-
Sat, Sun, and public holidays	€ 132,-	€ 682,-	€ 1.100,-
Supervision			
weekdays	€ 28,-	€ 132,-	€ 231,-
Sat, Sun, and public holidays	€ 44,-	€ 209,-	€ 352,-
For events with more than 100 attendees, two supervisors are required and charged			
Cleaning flat rate			
weekdays		Flat rate small: € 110,- / Flat rate large: € 209,-	
Sat, Sun, and public holidays		Flat rate small: € 165,- / Flat rate large: € 297,-	
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: € 110,- / Flat rate large: € 209,-	

¹ Our prices are in accordance with § 6 para. 1 Z 16 UStG. without VAT. All prices are in Euro. Valid from January 1, 2025. 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 € 965,-		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 € 1.375,-		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 € 965,-		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 € 965,-		

Our prices are in accordance with § 6 para. 1 Z 16 UStG. without VAT. All prices are in Euro. Valid from January 1, 2025. Invoicing based on actual expenditure.

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
€ 550,-

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: € 200,-/hour
Grand Library: € 140,-/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,-.

€ 165,-/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 € 1.650,-

(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.

up to 300 participants: € 550,-
up to 500 participants: € 825,-
up to 1.000 participants: € 1.430,-

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

Our prices are in accordance with § 6 para. 1 Z 16 UStG. without VAT. All prices are in Euro. Valid from January 1, 2025. Invoicing based on actual expenditure.

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.

€ 220,-/hour

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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.

€ 150,- (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

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