

# Louisiana Pavilion- Special Events Tech Menu

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## Pre-Event Requirements:

- All media, layout requests, and run-of-show documents must be finalized and submitted to the AV department no later than 72 hours prior to the start of your event.
- Media received post this deadline may not be adequately tested, potentially leading to unaddressed issues and may incur a penalty fee.
- No alterations can be made once the event is in progress.

**Equipment Provision Disclaimer:** The National WWII Museum does not supply the following items for meetings and events: extension cords, power strips, flip-charts, white boards, dry erasers, or writing implements.

## Audio Components:

- **Mixing Console:** Midas M32 digital mixing board.
- **Speakers:** Self-powered Renkus Heintz Iconyx IC8R and L-Acoustics Syva
- **Microphones:** 3 Wireless Handheld – ShureULXP4 (SM58 tx). Ability for additional wired microphones as applicable.
- **Audio Playback Connections:** A 1/8th audio jack is available. Use of an MP3 player is recommended. No streaming services are permitted when connected to museum Wi-Fi due to security protocols.
- **Restrictions:** No Bluetooth connectivity, no streaming services over Museum Wi-Fi, and no Personal phone use for media is restricted for the same reasons.
- **Audio Recording:** Clients must provide their own recording equipment.

## Stage Specifications:

- Dimensions: 12ft deep, 24ft wide, and 2ft high, designed to accommodate a variety of event formats.

## Visual Displays:

- **Map Wall:** Static logo display only with a required resolution of 3744x1440 in .jpg format, mindful that visibility may be partially obstructed by a WWII era C-47 airplane.
- **Video Wall:** Behind the stage with a resolution of 1920x1080p in a 16:9 aspect ratio, compatible with JPEG, PNG, MP4, and H.264 file formats.

- **Client Preparedness:** Ensure all laptops for presentations have HDMI capability and videos within presentations are embedded as MP4 or H.264 files, accompanied by the PPT.

## **Connectivity:**

- **Internet Access:** Museum Wi-Fi is provided to support your event's digital needs.

## **Power Access:**

- 120v outlets are dispersed throughout the main floor; please discuss specific power requirements in advance.

## **Lighting Setup:**

- LED fixtures illuminate both the stage and the exhibits, creating an engaging atmosphere. However, the lighting setup is fixed and cannot be altered for events.
- RGB adjustments can be made to LED colors prior to event start time.

## **External Production and Performances:**

- Additional power requirements necessitating a licensed electrician will incur extra costs; outline your needs ahead of time.
- External bands are expected to provide their own instruments, backline, and support staff.