

Brussels 44 Center



Passage 44

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Welcome to the Brussels44Center

Situated in the heart of Brussels, in the Passage 44, Brussels44Center offers you 3 rooms of different sizes enabling you to organise your event (conference, congress, show, gala, etc.) under optimal conditions:

- Auditorium
- The Jacques Brel Room
- The Maeterlinck Room

With respect to access, the Brussels44Center is ideally located: underground public parking (Parking 44), trams, buses and the Rogier and Botanic metro stations less than 200 metres away, the Congress railway station (open from Monday to Friday) at only 50 metres, the North and Central stations less than a 10-minutes' walk, Villo bicycle pick-up points and Cambio cars (car-sharing) at 200 metres.

There's a lot going on outside the rooms

One of the big advantages of Brussels44Center is its central location, with nearby access to public transport and – within easy walking distance – to the capital's main monuments and other architectural marvels, commercial malls, and countless hotels and restaurants. Avenue Louise, for example, named the planet's 8th most attractive commercial thoroughfare in a recent survey carried out by "Présence" (the French consultancy) is just over 2km away from our venues.

You can easily combine your event with an enjoyable visit of the city.

Superbly equipped venues

Our trump card! While taking stock of our equipment, you will see that we place at your disposal top-of-the-range material, both from an audio-visual and a lighting point of view. Not to mention the easy-on-the-ear acoustics of the Auditorium and the Jacques Brel venue. The latter is actually used every year to host the finals of one of the country's most renowned classical music competitions.

All our venues are also fitted for Wi-Fi.

View our FAQs for further details of the services on offer.



VIP and customised services

The Brussels44Center comprises not just one of the finest sets of venues for hire in Brussels; You can also avail yourself of assistance, services and contacts, if you so wish, that will ensure the success of your event and make a lasting impression on your guests.

We work with teams of audio-visual technicians and caterers who know our venues inside out and whose performance is assessed on an annual basis.

Keen to end your event with a disco or on a light note? Our experienced team of professionals can organise: a D.J., sound and lighting engineers, 80s cover bands,...

Your event is our event, we welcome your inquiries.



Brussels44Center

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- **Auditorium** offers 768 seats and a sound & light infrastructure, 4 simultaneous-translation booths, an overhead projector, a projection screen and backlit screen (both measuring 11m x 4.50m), a reception room (the Foyer) that can hold up to 400 people, a bar, professional catering facilities, cloakrooms and a reception area. The foyer can be hired out separately.





- **The Jacques Brel Room** contains seating for 156 and is equipped with a sound & light infrastructure, 2 simultaneous-translation booths, a retractable screen and a projector. The room also has a bar, cloakroom and reception area.
- **The Maeterlinck**, which juxtaposes the Jacques Brel Room, is a multi-purpose room: it can double as a reception room, conference hall or seminar room. It can hold up to 160 people. It is equipped with acoustic facilities, a retractable screen and a projector, not forgetting the professional catering facilities. The room also has a bar, cloakroom and reception area.





- **The Studio**

In addition to the Auditorium, Jacques Brel and Maeterlinck Rooms, you can also rent the rooms of our Studio, a combination of five small rooms ideal for ancillary meetings, seminars, workshops, etc.

The five rooms (for 12 to 50 persons) are accessible via a private entrance in Passage 44, with its very own reception area.

The original layout can be changed (to cater for up to 150 persons) and screens, beamers and flipcharts be made available at additional cost.

All rooms are fitted for Wi-Fi.

Request our brochure Studio or visit our website www.b44c.com.



Brussels44Center - FAQ

Billing and cost

I have to organise an event in Belgium for a foreign company. Do you apply VAT in this particular instance?

Yes. However, you may be able to claim it back from that company's country of origin.

Were we to organise business meetings on a quarterly basis, would we be able to hire the Brussels venues at preferential or loyalty rates?

Yes, we could arrange decreasing rates of charge for repeat events.

Can I take up an option on one of your rooms for one or more dates?

Of course you can, at NO charge! We shall send you beforehand an offer based on the draft description we receive of your event. You can then take up the option in full knowledge of what you'll be getting. It'll be valid for two weeks (but is renewable).

I have limited funds but would like to organise a seminar. Any chance of you making me an "all-in" offer?

Depending on your budget, on the projected number of attendees and on your programme (with or without catering), we can make you an offer of the kind you're looking for ("all-in", even VAT-inclusive), on a per-attendee basis or for the whole event.

Organisation

Can you help companies organise staff events?

Of course. You have two options:

- if you wish to do all the organising yourself, we will configure the venue as per your requirements while you take care of your other event-related needs. When the event is over, you give us back the keys. We'll always be there to provide a helping hand, should you need us.
- if you want someone else to do the organising, we can put you in touch with event-organisation professionals.

Can company events be held in two phases: seminar in the morning, staff party in the evening?

Yes, we are regularly asked to split an event during the course of the same day: a formal part – a seminar, say, or conference plenary session – that often takes place in one of the venues in the afternoon, followed by, around 6 pm, an informal get-together with a change of configuration, lighting and audio-visual decor in another venue.

When organising an event, can the different bits and pieces be mounted on the eve of the day of the event?

Yes, but only if you hire the room for that day, too. That's what the assembly/disassembly tariff is for. We can also make arrangements for you to access the room very early in the morning, it all depends on your planning and organisation.

Is it true that you have "connecting" rooms?

No, there's no direct inter-communication between venues. However, all venues are situated in the Passage 44, and all within 25 metres of each other. For mega-events, all these venues can be hired and Passage 44 decorated, for example, in the official event colours.

Could you put aside a few tables and chairs for merchandising purposes?

Of course! And, let me add, we take no cut of any of your merchandising revenues!

Is it ok to put up posters in the rooms?

Put up all the posters you like, as long as it's not on the walls, the partitions or the painted parts. This means that you'll have to bring in your own mobile poster panels.

Can we position posters so that they are visible to passers-by?

You can use the windows that give on to Passage 44 to address the outside world. LCD screens can also be installed, at your expense.

Any chance of our bringing in a DJ or live band?

Absolutely. We can put you in touch with a partner of ours who'll give you a choice of options and make sure you get what you want (re-the sound, the lighting, the DJ, live bands,...). For capacity and security reasons, our rooms cannot be used to host discos or dances for the public at large.

Do you also have rooms where we can organise workshops?

We are able to provide you with several small rooms from our **Studio** (for 12-150 persons) suitable for small-scale meetings and plenary sessions. Some of these have their own tables and chairs, whereas others could have (at a price).

Do you ever financially co-sponsor stage-based events (concerts, one-man shows, plays, ...)?

Sorry. That's not what we're about! We are willing to study all projects and consider cultural events scheduled to take place on a weekend, but we take no financial stake in these.

Equipment

Can you raise the stage for Awards ceremonies?

Yes, we have one such a stage in two of the venues: Auditorium and Jacques Brel, all accessible by the side stairs. In Auditorium, we can install a central staircase if we take out two rows of seats (40 people). Costs to be settled by the hiring party.

Are your venues accessible to the less able-bodied?

Of course, as are the facilities.

Would it be possible to install a ticket desk?

Yes. We can provide an office with external access at the entrance to the Passage 44 on the boulevard du Jardin botanique. Its large display window would enable you to affix posters and to guarantee total visibility.

I'd need a secretarial infrastructure at my event in the Auditorium. Do you have office accommodation?

The Auditorium has two offices-cum-VIP-rooms that you can use. Both are Wi-Fi-equipped if you require internet access. We can also order flipcharts for you.

Do your venues have bar facilities?

The Auditorium and the Jacques Brel and Maeterlinck rooms have bars and fridges. You will, of course, have to supply your own bar staff or ask the caterer to do so. You will not be charged extra for the use of these facilities.

The Auditorium and Jacques Brel both have simultaneous translation booths. What equipment service options are on offer?

The booths are equipped with material from DIS – Danish Interpretation Systems – a world leader in simultaneous translation systems. You also get stereo headphones and digital receivers. You are free to choose your own interpreters, but, if you do not have a ready-made list, we work with a company familiar with every square inch of our rooms and installations.

Do the Auditorium and the Jacques Brel room have VIP boxes?

Both have top-of-the-range boxes equipped with their own rest rooms and shower.

How modern are your venues and equipment?

The Auditorium was completely revamped in 2007, the year in which the new Jacques Brel and Maeterlinck rooms were also inaugurated. The Brussels44Center equipment is as good as you'll find in any other conference or concert hall used for events.

Facilities

What are the missions which can be assumed by the interpretation / translation company that you suggest?

This company has 20 years of experience with important national and international groups in different domains, such as finance, medicine, construction, automobile industry, legal, environment, cosmetics, ...

The team of interpreters assigned to your mission is recruited to measure, taking into account the languages, the subject and the type of interpretation:

- Simultaneous interpreting: two interpreters translate simultaneously from a booth.
- Consecutive interpreting: one interpreter is sitting near the speaker to take notes of the speech and translates afterwards.
- Liaison interpreting: one interpreter stands next to the speaker and translates sentence per sentence, alternating with the speaker.
- Whispering: the interpreter is seated next to one or two meeting participants and whispers the interpretation of the speech. This interpreting is mainly used for short meetings where very few people need translation into one language.

Each interpretation mission is carefully prepared with the organiser of the event and the client and is executed according to the rules and with respect of deontology.

For staff parties, is there a cloakroom service?

No, there are no cloakroom attendants. But you can ask the caterer to organise such a service or to hire Meet & Greet service providers. We can help out here by putting you in touch with our regular suppliers.

Is there a safe place for us to deposit cash, entry tickets, and so on?

The Auditorium and the Jacques Brel room both have safes. Be aware, however, that you deposit items at your own risk.

Can we use the garden?

In certain cases, clients are allowed access to the garden, but you must then use *our* suppliers for any garden arrangements, tents, bar, kitchen, etc.

Is there private parking? And if so, for how many cars?

There is no private parking. However, Parking 44 has 450 parking spots. This underground carpark is below Passage 44, to which there is direct access, and is open 24/24.

What if I'd like my event to be shown live on TV? Is that feasible?

Yes! We have, in fact, already arranged this on several occasions, especially for events taking place in the Auditorium and Jacques Brel. For live broadcasting purposes, satellite-transmission vehicles have access to our private car park on boulevard Pachéco (for the Auditorium) or near the entry to Passage 44, beside Pachéco (for the Jacques Brel room).

Catering

I'm thinking of organising a business meeting in Brussels with our European partners. For the catering, would I be allowed to hire the services of an Italian supplier recommended by our local subsidiary?

Yes. However, there will be a corkage charge.

What catering options are available to us?

We prefer to work with the caterer Chef chez Soi. He is familiar with our venues and our kitchens, and he will be happy to serve you, and can provide you with a choice of service options and menus.

If you bring your own caterer, there'll be a (reasonable) corkage charge to pay and, at least one month prior to the event, (s)he'll have to arrange a visit to our premises.



Equipment

Auditorium

Jacques Brel

Maeterlinck

Auditorium

<u>Video</u>			
Equipment	Brand	Model	Quantity
DVD player PRO	Pioneer	DVD-8000	1
DVD player/recorder PRO	JVC	SR-DVM700E	1
DVCAM player/recorder + Joggle Command (DSRM -10)	Sony	SONY DSR1800	2
Smartcut switcher video	Analog Way	DiventX DSR8022	1
LCD projector 12000 ANSI lumens	Barco	SLM R12+	1
Electric overhead projector screen	Multivision	1100x450cm	1
Electric screen - white matte fabric	Multivision	1100x450cm	1
LCD screen 20 inch - 1600x1200 pixels	ViewSonic	VP2030	4

<u>Sound</u>			
Equipment	Brand	Model	Quantity
Wireless handhelp microphone	Shure	UR2/SM58	4
Microphone - Omnidirectional headband (beige)	DPA	DPA 4066	4
Wireless microphone (<i>Madonna</i>) + bodypack transmitter	Shure	UR1/WH30	4
Dual channel diversity receiver	Shure	UR4D	4
UHF antenna distribution system for 8 microphones	Shure	UA844	1
Tripod floor stand + clip for hand microphone			4
Wired microphone	Shure	SM58	2
Gooseneck microphone	Shure	MX418S	8
Tripod floor stand + clip for MX418 microphone			8
MiniDisk player/recorder	Sony	MDSJE780	6
CD/CDR/CD MP3 player/recorder	Sony	RCDW100	2
Distribution amplifier	Kramer	VM1120	1
Digitale mixing console - 32 channels	Yamaha	LS9-32	1
Processor 4 x 8 soundplex DSP + delay + DFR audio processor with feedback reduction	Shure	P4800	1
Amplifier 4 x 750 watts per channel into 4 ohms - base	MC2	E15/25	2
Amplifier 2 x 2250 watts per channel - subs	MC2	E45	1
Loudspeaker - 1000 watts 8"+ 1" ARCS	L-ACOUSTICS	MTD108	2
Subwoofer - 1200 watts 15"+ 1,4" ARCS	L-ACOUSTICS	SB118	2
Loudspeaker management processor	L-ACOUSTICS	BSS FDS336T	1
Analog controller	L-ACOUSTICS	MTD108 LLCa	1

<u>Simultaneous interpretation</u>			
Equipment	Brand	Model	Quantity
Central control unit	DIS	CU6010	1
	DIS	DT 6008	1
Interpreter set	DIS	IS6132	6
8-chanel audio output unit	DIS	AO6008	1
Digital infrared radiator	DIS		5
8-channel digital infrared receiver	DIS	DR6008	379
Stereo headphones with 150 cm cables	DIS	DH6021	426
Charger tray - 56 receivers	DIS	CT6056	8

<u>Lighting</u>			
Equipment	Brand	Model	Quantity
Spotlight with plano-convex lens + barn door	ADB	C101	12
Profile spotlight 1000 watts + gobo holder + 75 mm Iris diaphragm	ADB	DW105	4
Profile spotlight 2000 watts 13 -36° + gobo holder + 75 mm Iris diaphragm	ADB		2
Spotlight Fresnel 1000 watts - no barn door	ADB	F301	4
Spotlight Fresnel 500 watts + barn door	ADB	A57 + A56C	6 + 2
Spotlight PAR 575 watts + barn door	ETC		8
Spotlight 1000 watts	ADB	ACP 1001	4
Digital dimmer rack 24 x 2300 watts + protection + accessories	ADB	Eurorack 50	2
Stage lighting control console + module + memory + case	AVOLITES	Pearl Expert	1
Patch panel	HARTING		1

<u>Structure</u>			
<u>Downstage hoist</u>	-	-	
Fixed 1000 cm hoist WITH 10 x 16 A power cable + centralizer tray			2
<u>Center stage hoist</u>	-	-	
Fixed 1000 cm hoist WITH 10 x 16 A power cable + centralizer tray			1
<u>Fore screen hoist</u>	-	-	
Fixed 1000 cm hoist WITH 10 x 16 A power cable + centralizer tray			1
<u>Upstage hoist</u>	-	-	
Fixed 1300 cm hoist WITH 10 x 16 A power cable + centralizer tray			1
Auditorium hoist (Payload 250 kg)			
1300 cm motorized winch hoist WITH 10 x 16 A power cable + centralizer tray			1
<u>Lifeline hoist + ladder in auditorium</u>	-	-	
Fixed 1300 cm hoist + ladder			1

<u>Intercom / public-address system</u>			
Equipment	Brand	Model	Quantity
Intercom master unit + microphone	ASL	PS279	1
Belt pack + headset single ear	ASL	PS19M + HS-1/D	8

<u>Jacques Brel</u>

<u>Video</u>			
Equipment	Brand	Model	Quantity
DVD player PRO	Pioneer	DV-393	1
DVD player/recorder PRO	Pioneer	DVR-545H	1
DVCAM player/recorder + Joggle Command (DSRM - 10)	Sony	DSR1800	1
Smartcut switcher video	Analog Way	DiventX DSR8022	1
LCD projector	Barco	IDR600	1
Electric screen - white matte fabric	Multivision	900x340cm	1

<u>Sound</u>			
Equipment	Brand	Model	Quantity
Wireless handhelp microphone	Shure	UR2/SM58	2
Microphone - Omnidirectional headband (beige)	DPA	DPA 4066	2
Wireless microphone (<i>Madonna</i>) + bodypack transmitter	Shure	UR1/WH30	2
Dual channel diversity receiver	Shure	UR4D	2
UHF antenna distribution system for 8 microphones	Shure	UA844	1
Wired microphone	Shure	SM58	1
Gooseneck microphone	Shure	MX418S	4
Tripod floor stand + clip for MX418 microphone			4
MiniDisk player/recorder	Sony	MDSJE780	2
CD/CDR/CD MP3 player/recorder	Sony	RCDW100	2
Distribution amplifier	Kramer	VM1120	1
Digitale mixing console	Yamaha	01V	1
Processor 4 x 8 soundplex DSP + delay + DFR audio processor with feedback reduction	Shure	P4800	1
Amplifier 2 x 300/500/700 watts (8/4/2 ohms)	MC2	T1000	4
Loudspeaker "DAS" Factor 12 - 200/400 watts - Peak 800 watts	DAS	Factor 12	8
Distribution amplifier	Extron	MTP DA4	1
DI Box	BSS	AR-133	1

<u>Simultaneous interpretation</u>			
Equipment	Brand	Model	Quantity
Central control unit	DIS	CU6010	1
Interpreter set	DIS	S6132	4
8-channel audio output unit	DIS	AO6008	1
8-channel digital transmitter	DIS	DT6008	1
8-channel digital infrared receiver	DIS	DR6008	100
Stereo headphones with 150 cm cables	DIS	DH6021	100
Charger tray - 56 receivers	DIS	CT6056	4

<u>Lighting</u>			
Equipment	Brand	Model	Quantity
Spotlight with plano-convex lens + barn door	ADB	C101	6
Profile spotlight 1000 watts + gobo holder + Iris	ADB	DW105	2
PC 500 watts + barn door	ADB	A56	8
Digital dimmer rack 24 x 2300 watts + protection + accessories	ADB	Eurorack 50	2
Stage lighting control console + DMX512 module + memory + case	ADB	CANTOR 48	1
Patch panel			1

<u>Structure</u>		
800 cm motorized winch hoist with 12 x 16 A power cable + centralizer tray		1
Fixed 800 cm lifeline hoist + ladder		1

<u>Intercom / public-address system</u>			
Equipment	Brand	Model	Quantity
Intercom master unit + microphone	ASL	PS279	1
Belt pack + headset	ASL	PS19M + DT108	2

Maeterlinck

<u>Video</u>	
Equipment	Quantity
Pioneer DVR-440H DVD/DVDR/DVDRW/DVDRAM DVD HDD 80 Gbyte player/recorder	1
AV/PC/RGB selector + Crestron SWP 123 (4 x AV/YC, 4 x RGB / 1 x OUT AV/YC/RGB)	1
240x180cm MultiVision electric screen - white matte fabric	1
ViewSonic PJ1165 LCD projector - 3500 ANSI lumens - 1024x768/1600x1200 pixels	1

<u>Sound</u>	
Equipment	Quantity
Shure UR2/SM58 UHF wireless handheld microphone + UR4S single channel receiver	1
Tripod floor stand + clip for handheld microphone	2
Shure SM58 wired microphone	2
Sony STSE370 FM/AM RDS tuner	1
Sony RCDW100 CD/CDR/CD MPS player/recorder	1
"Allen & Heath" WZ12/2/2 mixing console	1
"MC2" T1500 amplifier 2 x 610/1000/1500 watts (8/4/2 ohms)	1
"DAS" Factor 5 - 8 ohms loudspeaker - 80/160 watts - Peak 300 watts	8