

28 May 2021

Dear: Shareholders, Clerks & Tenants

New Mobile Video Conference Service

CCL is pleased to offer a new mobile Commercial Grade Video Conference (VC) Service. This service is available for use by all Shareholders and tenants in Wentworth, Selborne, Lockhart and Windeyer Chambers.

The VC equipment will be delivered on a trolley to chambers (as displayed in the image below), setup and support is offered during business hours for the duration of the VC. The cost to use this service is \$200 (ex GST) per day (Shareholders will be provided with a 10% discount).

The VC system is Logitech Meetup using a 43" screen and is compatible for conferences, seminars, CPD's, meetings and hearings and we have successfully hosted webinars directly from this equipment. The equipment supports the following platforms:

- Cisco Webex
- Microsoft Teams
- Zoom
- Blue Jeans
- SIP (via Webex Teams)

Members can either bring their own laptop and connect to the equipment via USB/HDMI (CCL Network Staff will provide support for the set up), or the VC can be provided as a fully integrated service without any requirement for Members to supply their own equipment.

Bookings to use this mobile service are essential and must be made a minimum of 24 hours prior to the conference/seminar/hearing/meeting, payment in advance of the booking is required. Bookings are subject to the same terms & conditions that are applicable for bookings of the rooms at the NSW Bar Dispute Resolution Centre and cancellation fees will apply the link to the T&C's can be found here:

<https://nswbardrc.com.au/hiring-rates>

To book the mobile VC service please contact Margaret James of our office on 9231-3644 or mjames@ccl.com.au

Please let me know if you have any questions in relation to the above.



Kind Regards,
Debbie George
CEO



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