



## **AUDIO VISUAL, PRESENTATION & DISPLAY EQUIPMENT HIRE INSTRUCTIONS & SAFETY**

Thanks for choosing McHugh Hire, please take a minute to read the applicable instructions relating to the equipment you have hired.

We're sorry if some of the info sounds like common sense, but we need to cover all the bases. We've tried to translate the instructions for our equipment into a language that people can understand, if any part of it doesn't make any sense, please let us know and we'll fix it.

Please make sure you have fully read the instructions and all terms and conditions and product info at [www.mchughhire.com](http://www.mchughhire.com) before using any of our equipment to avoid extra cleaning, hire or damage charges.

**All of our equipment and equipment's packaging must be returned in the same condition as it was delivered or the hirer will be charged for replacement. All equipment and packaging must be properly cleaned before return unless otherwise stated or paid for.**

**All equipment is for adult use only unless otherwise stated.**

**DO NOT LEAVE OUR EQUIPMENT OUT IN THE RAIN.**

When you have finished with your equipment please make sure everything is wiped down and cleaned in the same condition you received it. If your equipment is returned un-clean you will be charged for cleaning.

For equipment lost or damaged by misuse you will be charged for replacement or repair.

It is your responsibility to ensure all power leads will not be a trip hazard, we have safety cable covers for hire if required. Please also make sure your leads are clear of water, heat and any other hazardous source. If you have hired RCD safety switches or blocks, please test the devices by pressing the trip button(s) before using each day.

For any equipment that comes with spare parts/batteries/bulbs etc:

Do NOT discard the original/dead parts/batteries/bulbs. They must be marked "dead" and returned with the equipment for our post hire testing. Failure to do so will incur a replacement charge on return. Missing AA, 23A, AAA batteries will be charged at \$2.50 each. All other missing parts will be charged at RRP.

**All equipment must be packed away, at loading area, ready for our drivers to pickup.**

You are responsible for using our equipment safely, especially equipment that produce heat. Please use common sense and keep children supervised near all McHugh Hire equipment.

Please note many of our items contain GPS tracking units to prevent theft and to recover stolen equipment. This includes all of our expensive equipment and random lower cost items. If you are using the equipment in a high security area, please check that these transmitters won't be a problem on site.

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### **P.A. & Audio Equipment:**

If you don't know how to set up P.A. equipment properly, please let us set it up for you. It is very easy to destroy an expensive system if you do not set up the system properly first.

Please ensure when setting up our equipment that all components are switched off and all volume levels are switched to minimum when first testing and slowly bring them up to the desired level.

Never run our amps at full volume to get a line level up or for any other reason. Please set your channel levels properly with the mixer provided.

If you are setting the equipment up yourself, please call us when you are nearly finished to go over the setup to make sure everything is in order before switching on.

**SHURE lapel & headset microphones:**

Plug the power into the receiver box and connect the audio cable from the receiver box to your mixer or speaker. Plug your microphone into the bodypack and power up the bodypack by pressing the button on top. The light on top of the bodypack will illuminate and you're good to go. Please turn off the bodypack when not in use to conserve the batteries.

**Handheld microphones (2pk & 4pk):**

Plug the power into the receiver box and connect the audio cable from the receiver box to your mixer or speaker. Turn the volume knobs to  $\frac{3}{4}$  (most common clear setting) and switch the microphones on and you're good to go. Please turn off the microphones when not in use to conserve the batteries.

Additional instructions for our ICM 4pk wireless microphones – These have a mixed output so you can use 1x channel out if the receiver instead of 4.

All of the microphones channels are pre-assigned when you receive them so further programming is usually not required.

If you have special programming requirements, see the user manual here:

[https://www.dropbox.com/s/rwl46a70k26gkex/IU-4013 4 wireless microphone instructions.pdf?dl=0](https://www.dropbox.com/s/rwl46a70k26gkex/IU-4013%204%20wireless%20microphone%20instructions.pdf?dl=0)

**Behringer 8 & 24 channel mixers:**

Attach the power lead to the mixer. Turn down all the bottom row of knobs (channel volumes) and set the treble/mid/bass settings for each channel to half way. Plug your inputs into the desired channels using an XLR or 6mm guitar lead.

Using 6mm (guitar) leads plug the output of your mixer to your amplifier or speakers. Bring up the volume on your input channels and main out (bottom right). For more complex setups please see the enclosed manual / Behringer website or ask us about hiring a sound tech for your event.

**TV / display panels & projector hire:**

All of our video display units are plug and play and require very little adjusting to display your desired video.

Please ensure our TV's, monitors and projector units are placed on a sturdy surface and are not placed where people are likely to knock them over etc.

If you are setting these units up yourself, insert your lead or media device into the unit and press the source/input button until your video comes up (if the machine has not automatically done this). We are experienced at setting up this equipment and know it back to front so feel free to give us a call if you need assistance.

**Karaoke machine hire:**

Please take note of all equipment you have received with these units, there are many irreplaceable parts. Please allocate one person to be in-charge of setting up and packing away the machine as well as informing guests of the best way to use the machine.

Plug the touch screen into the machine with the two leads, one is for the display the other is for the touch feature. Then plug the tablet's USB dongle into the mouse port at the back of the machine. All that is left is to connect yours or our speakers and tv/projector to the outputs on the back of the unit.

Connect all of the power leads and power everything on. The machine will load up then start playing music automatically.

You will see on the touch screen and tablet there is multiple ways to search for tracks. The easiest way is to search all songs or artists. To search for a track name or artist name you need to type the first letter of each word of the song name/artist name with no spaces between the letters.

Examples:

Song: Shake It Off – SIO (not S I O)

Artist: Taylor Swift - TS

Song: Bohemian Rhapsody – BR

Artist U2 – U (not U2)

We apologise, there is hard programmed Chinese artist options on the touch screen. All new karaoke machines have this. Our systems are the best on the market and if there were better western machines on the market we would buy them. These options do not display on any auxiliary screen(s), so only the individual user will see them when selecting songs.

Have a great time and please let us know if there are any songs we don't have, as we pride ourselves on having the largest collection in the region.

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**We wish you all the best and thank you for choosing McHugh Hire for your hire needs!**

If you have any great photo's of our equipment in action we'd love you to share them with the McHugh Hire community via our Facebook page <https://fb.me/McHughHireShop> or email [bookings@mchughhire.com](mailto:bookings@mchughhire.com)

If you have any queries please call us on 6162 1662.

