



Northern Cemeteries  
*Always*

# Macquarie Park Cemetery and Crematorium Chapel Audio Visual Requirements

Macquarie Park Cemetery and Crematorium has modern dedicated audio-visual rooms in each of our five chapels:

**Magnolia, Palm Camellia, Rose Chapel and Lotus Pavilion.**

Each has an assigned commissionaire to assist you on the day of your service.

We require MP3 files for music and MP4 files for video on USB flash drive. *Blu-Ray is not available.*

Please ensure your photo presentation has been finalised and tested with your funeral director or chapel commissionaire via Dropbox [www.dropbox.com](http://www.dropbox.com) 48 hours prior to the service.

Upload your presentation and music via Dropbox to [chapels@nmclm.com.au](mailto:chapels@nmclm.com.au) only.

Dropbox instructions available at <https://northerncemeteries.com.au/audio-visual-requirements/>

The below formats are compatible with the chapel equipment:

NOTE: For network security reasons laptops, iPods and iPads cannot be connected directly to the system.

**For all technical advice regarding your presentation and audio requirements, please call our team on 0431 266 031.**

**PLEASE NOTE:** If using an Apple Mac you can produce video to MP4 format through iMovie.

## Audio/Music

- MP3 files on USB flash drive
- MP4 files on USB flash drive
- Windows Media Audio (.wma) files on USB flash drive

## Video

- MP4 video files with music attached on USB flash drive
- Windows Media Video .wmv files on USB flash drive
- PowerPoint Slideshow (can play, but not recommended due to timing differences) Music must be attached.

**PLEASE NOTE: We CANNOT accept individual photos/jpegs on a USB flash drive or email except for a single image to be used as a tile screen. ALL PHOTOS MUST BE in a presentation, i.e. MP4 video (preferred), Windows Media Video (.wmv) with music attached. PDF files are also unsuitable for presentations. We are unable to create presentations prior to a service due to time constraints. We do not utilise media streaming services such as, Spotify, Apple Music, YouTube links etc. All music and video must be supplied as recognised audio and video files only**

If you would like to book a test for your completed presentation, please call the chapel enquiries line on 0413 488 975 preferably 2 days prior to your service or Dropbox via the details above.

We are not responsible for testing presentations for your function in the Wallumatta Centre.