

## Frequently Asked Questions

### Q How can I get to the Carmichael Centre?

A We are located in two buildings. Carmichael House is on 4 North Brunswick Street Dublin 7 (Eircode D07 RHA8) and this is where our meeting rooms are located. We have a second building, Coleraine House on Coleraine Street Dublin 7 (Eircode D07 E8XF). We have no meeting rooms in this building and is only occupied by resident member charities. We are accessible by the following;

#### By Bus:

Bus Route 83 (Bus stop 1618 Church Street Upper Grangegorman or Stop 1614 Church Street Upper) <https://www.transportforireland.ie/plan-a-journey/live-departures/>

Other Dublin Bus routes that service Dublin 7 are: 11, 11A, 13A, 16, 37, 39, 70, 41, 41B, 41C, 51A, 746, 83.

#### By Luas:

(Linking to Busaras, Heuston and Connolly Stations)

*Red Line:* Four Courts/Smithfield

*Green Line:* Broadstone – DIT stop

#### By Car:

There is limited on-street pay & display parking available on Morning Star Avenue and North Brunswick St.

### Q Is there parking available?

A We have a small number of parking spots available that are on a first come first serve basis. There is also on street parking outside Carmichael House on North Brunswick Street and Morning Star Avenue. There is Parkrite car park located on Queen Street <https://www.parkrite.ie/carparks/smithfield>.

### Q Is the Centre mobility friendly?

A We are mobility friendly and four of our five meeting rooms are wheelchair accessible. We have a ramp at the entrance and a ramp on our main corridor. We have mobility friendly toilets at the main entrance and have a lift to the first floor.

**Q What are your opening hours?**

A We are open from 8am to 9pm Monday – Thursday, 8am – 6pm on Friday and 9am – 4pm on Saturday. The Centre is closed on Sundays and on public holidays. We are closed on Saturdays on a bank holiday weekend as well as the bank holiday Mondays.

**Q Is there filtered water on site?**

A We have a water filter dispenser located outside the bathrooms at the main entrance and on the first floor. There is a dispenser located opposite the lift at reception in Coleraine.

**Q Where are the toilets located?**

A We have three bathrooms in Carmichael House that are located on the ground floor, and each end of the building on the first floor.

**Q I need to print/photocopy/scan some documents. Where can I do that?**

A If you contact the main office, they can facilitate that for you.

**Q I have left something in the room can I get it returned to me?**

A If you contact the main office, they can facilitate that for you.

**Q Is there Wi-Fi in the meeting rooms?**

A We have Wi-Fi in all our meeting rooms and the username and passwords are displayed in each room.

**Q Can you facilitate hybrid meetings?**

A Yes, we have two DTen video conferencing systems that facilitate people joining a meeting or event via an online link. The system needs to be booked in advance. Contact the main office and they can do that for you.

**Q Do you cater for special dietary needs?**

A We can cater for all dietary needs and if you contact the main office in advance and they can facilitate that for you.

**Q Are there instructions in the rooms for use of the presentation/video conferencing systems?**

A All rooms are equipped with instructions on how to display the content from laptops to the screens