



INTELLECTUAL
PROPERTY OFFICE

Disabled Facilities for Customers and Visitors to the Intellectual Property Office



Parking

There are a limited number of car parking spaces immediately outside Main Reception. To ensure availability, please indicate that you require a space close to Main Reception beforehand to the person you are visiting and they will reserve you a space.

Access

There is level access to Concept House for all visitors via Reception. Entry to the building is via automatic doors and you will find the Visitors Reception desk to the left as you enter.

Toilet Facilities

Toilet facilities, including those for disabled visitors, are located in Main Reception and throughout the building. Please ask Reception staff or your host for directions.

Telephones

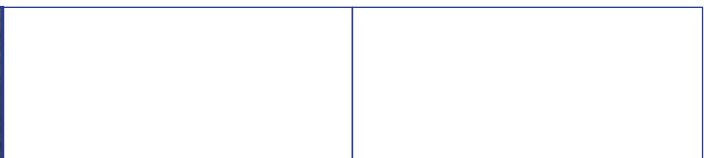
An induction loop telephone is available at the Reception desk and the public telephone has volume controls for those with impaired hearing.

Portable Introduction Loop

A portable loop system is available for use in small meeting situations. If you require this facility please inform the person you are visiting beforehand to allow the system to be charged.

Wheelchairs

A number of wheelchairs are available on loan from Main Reception. Please ask at Main Reception if one is required. Emergency evacuation chairs are also available to assist those with mobility problems when evacuating from upper floors.



Parking

There is a disabled parking space available upon prior request. To ensure availability, please indicate that you require a space beforehand to the person you are visiting or by contacting the London Front Office Manager on 020 596 6518 and they will reserve you a space.

Access

There is level access to Harmsworth House for all visitors via Main Reception and you will find the Visitors Reception Desk straight ahead as you enter.

Toilet Facilities

Toilet facilities, including those for disabled visitors are located in Main Reception and throughout the building. Please ask reception staff or your host for directions.

Telephones

An induction loop telephone is available at the Reception Desk.

Portable Introduction Loop

The court rooms are fitted with an induction loop system. A portable induction loop system is available for use in small meeting situations.

Wheelchairs

A wheelchair is available on loan upon request. Please ask at Main Reception if one is required.

You should also contact the Central Enquiry Unit if you would like the information we publish in a different format, including large print, audio cassette or Braille and they will do their best to help.



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For copies in alternative formats please
contact our Central Enquiry Unit.

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Revised: April 07



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INVESTOR IN PEOPLE