



INTELLECTUAL
PROPERTY OFFICE

Disabled Facilities for Customers and Visitors to the Intellectual Property Office



Newport Site - Concept House

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

A telephone with volume control is available at the Main Reception desk for those with impaired hearing

Portable Induction Loop

An induction loop is available at Main Reception for those wearing appropriate hearing aids and a portable induction loop system is available for use in small meeting situations. If you require the portable facility please inform the person you are visiting beforehand to allow the system to be charged.

Wheelchairs

A number of non self propelling wheelchairs are available from Main Reception. Please inform the person you are visiting beforehand to arrange availability.



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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 Office Manager on 020 7034 2818 and they will reserve you a space.

Access

There is access to the building at the front, via a separate entrance and lift 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

A telephone with volume control is available at the Main Reception desk for those with impaired hearing.

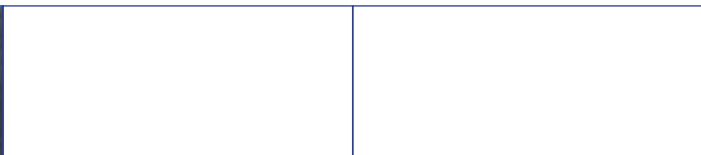
Portable Induction Loop

The court rooms are not fitted with an induction loop system. A portable induction loop system is available for use in small meeting situations. Please advise the person you are visiting beforehand to allow the system to be charged.

Wheelchairs

A wheelchair is not available.

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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please recycle it.**

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INVESTOR IN PEOPLE



The Government Standard