

TU Dublin Bolton Street Campus - Frequently Asked Questions

How do I get to Bolton Street?

Copy and paste this link into your browser:

<https://www.tudublin.ie/explore/our-campuses/bolton-street/getting-here/>

What are my parking options?

TU Dublin is committed to sustainable travel and encourages all campus users and visitors to consider this when planning their travel.

- Car parking is available on streets adjacent to the Bolton St. Campus or in Q-Park Parnell Street Car Park.
 - You can drop off stands and leaflets first at Bolton St (King's Inn Entrance) before parking your car.
 - Please note all nearby car parks are privately owned and clampers operate at all times—so keep an eye on your ticket time.
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What time can I arrive at?

- Companies can set up from **11:00 am**.
 - Members of the TU Dublin Career Development Centre Careers team and Student Ambassadors will be available throughout the event to assist you.
 - They will be wearing red TU Dublin sweatshirts
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What is included in the cost of attendance?

- Exhibition table and chairs
 - Backdrop space
 - Refreshments
 - WiFi access
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How many of us can attend?

- A **maximum of three company representatives** may attend the on-campus event.

What sort of stands/backdrops can I bring?

- Exhibition stands should **not exceed 6 feet in width** or be larger than two standard pull-up stands.
- **Large exhibition stands/displays cannot be accommodated.**

Will I have access to electrical sockets?

- Access to power points cannot be guaranteed.
- Please ensure all your devices are fully charged before attending.

What other materials can I bring?

- Please bring tape to safely secure any cables.
- Regarding brochures and hard copy items, TU Dublin encourages sustainable practices. Please consider the types and quantities of materials you bring.

Is it okay if the name on my ticket or registration doesn't match the person who attends?

- Yes, changes in personnel on the employer stands are welcome and accommodated.

What if I need to cancel my booking?

- You can cancel on Eventbrite at least **30 days in advance** to receive a full refund.
- If cancellation is less than 30 days before the event, full attendance fees apply.
- No refunds for no-shows on the day of the Fair.

Do I need to send you insurance documents?

- TU Dublin's insurance policy covers all attending employers/organisations and activities related to the careers/recruitment fair.
- You do not need to provide indemnity insurance certificates.
- However, please check with your own insurers to ensure your professional indemnity and public liability policies cover this event.

Event photographs

- Photographs and videos will be taken for promotional use on our website and social media channels (LinkedIn, Instagram, Facebook, TikTok).
- If you prefer not to be included, please inform the photographer and step out of group shots.

How can I contact the organiser with any questions?

- For queries or access requirements, email: **careers@tudublin.ie**
- For urgent assistance on the day, call: **+353 1 220 5297**
- Career Development Centre staff and Student Ambassadors will be on site to assist before and during the event.