

TU Dublin Grangegorman Campus –

East Quad

Frequently Asked Questions

How do I get to Grangegorman? See attached Grangegorman map

- The fair will take place in the main foyer of the East Quad Building.
- Use the attached map or for the exact location, use the TU Dublin Wayfinder tool by copying and pasting this link into your browser:

<https://www.tudublin.ie/explore/our-campuses/campus-maps/>

- Simply enter “East Quad Main Entrance” to locate the building on the map.
- Event team members will assist with access and directions on the day. Student ambassadors wearing TU Dublin sweatshirts will be available throughout the event

What are my parking options?

- TU Dublin encourages sustainable travel as the Grangegorman Campus is a car-free zone.
- Limited pay-and-display parking is available in nearby car parks or on-street parking.
- All car parks near the campus are privately owned, and clampers operate at all times — please monitor your ticket time.
- A Park Rite multi-story car park is located in Smithfield, about a 10-minute walk from the campus.
- For more parking info, visit:

<https://www.tudublin.ie/connect/campus-estates/parking/>

- We recommend employers drop off display stands/materials first, then park elsewhere.

Vehicle Access for Deliveries -see attached Grangegorman Campus Map:

- Access is from Grangegorman Road Lower only.
- Enter the car park on your left (marked P between buildings 19 and 20).
- The drop-off area is near the main building (number 19).

What time can I arrive?

- Companies can set up from 11.00am.
- TU Dublin Career Development Centre staff and Student Ambassadors will be present throughout the event to assist.

What is included in the cost of attendance?

- Exhibition table and chairs (limited to 2 persons only)
- Backdrop space (limited to small backdrop that will fit behind a 2 person space only)
- Refreshments (limited to 2 persons only)
- WiFi access

How many of us can attend?

- A maximum of **two** company representatives are allowed to attend the event.

What sort of stands/backdrops can I bring?

- Please ensure your exhibition stand does not exceed 6 feet in width, or bring up to two standard pull-up stands.
- Large exhibition stands/displays cannot be accommodated.

Will I have access to electrical sockets?

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

What other materials can I bring?

- Bring tape to secure any cables safely.
- TU Dublin encourages sustainable practices, so please consider the type and quantity of brochures or hard copy 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.

What if I need to cancel my booking?

- Cancellation via Eventbrite at least 30 days before the event will receive a full refund.
- Cancellation less than 30 days before the event will require payment of the full attendance fee.
- No-shows on the day are not entitled to refunds and must pay the full cost.

Do I need to send insurance documents?

- TU Dublin's insurance policy covers all attending employers/organisations for normal activity related to attendance at careers/recruitment fairs.
- Therefore, you do not need to provide public indemnity insurance certificates.
- Please check with your own insurers that your professional indemnity and public liability policies cover your participation.

Event photographs

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

How can I contact the organiser with any questions?

- For additional queries or access requirements, email: careers@tudublin.ie
- For urgent assistance on the day, email ethna.mcgowan@tudublin.ie
- Career Development Centre staff and Student Ambassadors will be onsite to assist.