

## Newry Courthouse

### Location

The courthouse is located on New Street close to the city centre.

### Transport

The main bus station is located in the Soho car park opposite the Canal Court Hotel approximately a quarter of a mile from the courthouse. The railway station is situated, approximately 2 miles from the courthouse. For information about bus and rail timetables contact Translink on 028 9066 6630 or [www.translink.co.uk](http://www.translink.co.uk)

### Car parking

There is no car parking at the courthouse, but there is a free car park directly opposite the building. There are two pay and display car parks in close proximity.

### Opening hours

The building is open from 9.00am. The office is open to the public from 9.30am to 4.30pm. The courts generally start at 10.30am, stopping for lunch around 1.00pm and resuming at 2.00pm, until the daily business is finished. The office is open for fine payment or other business during lunch.

### Refreshment & other facilities

Refreshment facilities are available at the courthouse. There is also a range of coffee shops and restaurants in the city centre. There is a payphone in the main waiting area; a payphone on the first floor waiting area and a tannoy system throughout the building. There is a no smoking policy in Newry Courthouse.

### Witness & Child waiting areas

There are also designated waiting rooms for vulnerable and intimidated witnesses and child witnesses in Newry Courthouse, as well as facilities for witnesses to give evidence by way of video link.

### Note Taking in Court

Anyone wishing to take notes in court must obtain the judge's prior permission.

### Help and information

The staff in the main office on the ground floor will help with any queries you may have. There are notice boards outside each courtroom, which display lists of the daily business. If you require additional information or need to meet someone on arrival, you can get help from the reception desk or court office, which will be available from 9.30am each court day. If you have not already done so, you may wish to contact a solicitor before coming to court.

Please note that you must attend court at the time you have been given, although you may not be called until after this. If you feel you have been waiting too long, please contact a court official.

### Do you have a disability or a special need?

If you have a disability or a special need, please contact the Customer Service Officer who will provide you with information on the facilities available. We will discuss evacuation procedures with you and if a Personal Emergency Evacuation plan is required in the event of an emergency evacuation of the building. Courtrooms 1 & 2 in Newry have induction loop systems, and there is a loop system at Reception and at the General Office counter. Our leaflets can also be made available in large print.

### Mobile Phones and Photographic equipment

Care must be taken in the use of mobile phones whilst in the precincts of the court. It is prohibited to use any photographic or recording device within the court building and the area immediately surrounding it. Some mobile phones are capable of performing this function and therefore you are advised not to use mobile phones for this purpose whilst attending court. Mobile phones must be switched off before entering a courtroom.

## Newry Courthouse

### Witness Service

If you are a victim or witness for the prosecution, Victim Support Northern Ireland offers a Witness Service at all the Crown and Magistrate' Courts.

**Before the Trial:** opportunity to talk to someone; pre-trial familiarisation visit to court; information on court procedures.

**During the Trial:** safe waiting area; liaison with court officers and legal representatives; arrangements for witnesses with special needs; accompanying witnesses into court.

**After the Trial:** preparing victims for case outcome; encouraging continued contact with Victim Support Community Service; referral on to other agencies.

### Giving Evidence

If you are aged 14 or over and have to give evidence in court, you will be required either to take a religious oath or 'affirm' that you will tell the truth. The court clerk will ask you which method you want to use, and invite you to repeat after them the appropriate words. A religious oath is a sworn promise to tell the truth and is made on a holy book. An affirmation is a declaration to tell the truth but it is not sworn on a holy book.

### Contact information

For further information on Newry courthouse please contact:  
The Customer Service Officer,  
The Courthouse,  
23 New Street,  
Newry BT35 6JD

Telephone: 028 3025 2040

Facsimile: 028 3026 9830

Email: [newrycourthouse@courtsni.gov.uk](mailto:newrycourthouse@courtsni.gov.uk)

This information sheet will be made available in a range of alternative formats. Requests for alternative formats should be made to Communications Group. For further information on other courthouses please contact:

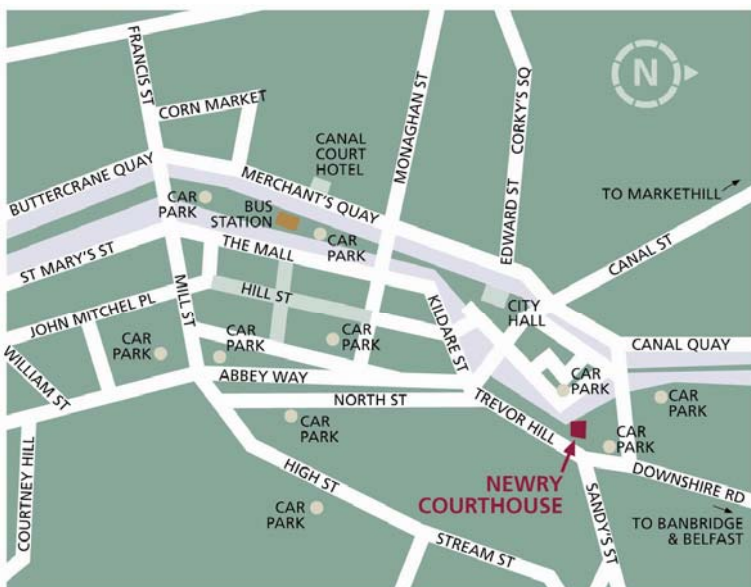
NI Courts and Tribunals Service  
Communications Group  
Laganside House,  
Oxford Street,  
Belfast BT1 3LA

Telephone: 028 9032 8594

Facsimile: 028 9072 8942

Email: [communicationsgroup@courtsni.gov.uk](mailto:communicationsgroup@courtsni.gov.uk)  
[www.courtsni.gov.uk](http://www.courtsni.gov.uk)

The Northern Ireland Courts and Tribunals Service is committed to improving its quality of service to all court users. By making comments about our services, you enable us to improve them. By making a complaint, you enable us to put things right.



Reproduced by permission of OSNI on behalf of the controller of HMSO © 30273