

Court Funds Office

Location

The Court Funds Office is situated at Laganside House, 23-27 Oxford Street, next to Laganside Courts and the Royal Courts of Justice, Belfast.

Transport

Court Funds Office is close to Central Railway Station and the Laganside bus station at Donegall Quay which is one of the two city centre terminals for Ulsterbus. The other is in Glengall Street. At the moment there is no link between the two terminals so the quickest route is along Great Victoria Street to Wellington Place, leading directly into Chichester Street which meets Victoria Street with its junction. Go straight ahead to Oxford Street. Turn left on reaching Laganside Courts, Laganside House is the next building past the courthouse. This is about a 20 minute walk. There is a taxi rank at the City Hall. The nearest Citybus stop to Court Funds Office is in Oxford Street just before the Waterfront Hall. The main terminus is around the City Hall area in Donegall Square.

For information about bus and rail timetables contact Translink on 028 9066 6630 or www.translink.co.uk

Car parking

There is no public car parking at Court Funds Office, although there are a limited number of Pay & Display spaces nearby. There are also a number of car parks in close proximity e.g. Donegall Quay and Hilton Hotel. Average hourly charges are about £1.80 to £2.00. Disabled people who want to make arrangements for parking, or want to bring a car as close as possible to the building should phone 028 9072 8900.

Opening hours

The public counter is open from 9.00am to 5.00pm Monday to Friday (except Public Holidays). Outside of these hours documents can be left at reception when the building is open from 7.00am to 6.00pm.

Refreshments & other facilities

There are no refreshments available within Court Funds Office; however there is a café on the ground floor level in Laganside Courts. It offers a varied menu, hot and cold beverages and confectionary. Due to the office's close proximity to the city centre many cafés and restaurants are only a short walk away.

There is a no smoking policy in Laganside House.

There is a waiting area on the ground floor beside the public counter.

There are no public toilets available in Laganside House.

Help and information

The staff in the main office will help with any queries at the public counter. Please inform a member of staff if you wish to discuss any confidential queries in private. There is a number of leaflets available providing information in relation to Funds in Court.

Do you have a disability or a special need?

If you have a disability or a special need, please contact the Customer Services Officer who will provide you with information on the facilities available. The office can be easily accessed by wheelchair users as the entrance to the building is at ground level with no steps. The public counter is at the reception area on the ground floor, where a member of staff will come down to deal with your query.

Court Funds Office

Contact information

For further information on the Court Funds Office please contact:

The Customer Services Officer
Court Funds Office
2nd Floor
Laganside House,
23 – 27 Oxford Street,
Belfast BT1 3LA

Telephone: 028 9072 8900
Facsimile: 028 9072 8866
Email: courtfundsoffice@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
www.courtsni.gov.uk

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