



ROYAL COLLEGE OF PHYSICIANS OF IRELAND

Car Parking

There is no parking at No. 6 Kildare Street. Setanta Car Park +353 (0) 1 6775209 and Dawson Street Car Park +353 1 6625229 are the two public car parks nearest the College building in Kildare Street.

Children

Children are welcome to attend the ceremony and the reception following the ceremony. However, children under the age of 13 are not permitted at dinner.

Contact Information

Information regarding the ceremony, reception or dinner can be directed to Karen Doyle in the Office of the Executive at +353 1 8639738 or via email at karendoyle@rcpi.ie

Dinner Seating Plan

On arrival, the protocol for the ceremony and the seating plan for dinner are made available to all those attending. It is College policy that new Fellows are seated with their proposers for the dinner where feasible. If you have further requirements in relation to seating please contact Karen Doyle in the Office of the Executive as soon as possible and we will do our best to facilitate you.

Dress Code

The dinner is formal (black tie). Gentlemen are requested to wear a dinner suit and ladies to wear an evening gown or cocktail dress (long or short). Traditional dress is also suitable. This attire will be suitable for the three functions, i.e., the ceremony, reception and dinner. Those guests who are attending the ceremony and reception but not the dinner are not required to wear black tie. There are formal attire hire shops in the area if you wish to hire formal dress. The College will provide gowns for all new Fellows for the Admission Ceremony.

Hotels

The College does not recommend any particular hotel but a list of hotels in the vicinity of the College can be found on www.discoverireland.ie/dublin.aspx

Gowns

The College provides Fellowship gowns prior to the ceremony. Please ensure to arrive in good time to collect your gown and have your photographs taken (usually between 4:30 p.m. and 5:30 p.m. on the day of the ceremony).

Map

The Fellowship Admission Ceremonies are held at the Royal College of Physicians of Ireland, 6 Kildare Street, Dublin 2. (See map on page 2) Phone: +353 1 6698800

Payment of Fees

The College regrets that any Fellow Elect who has not paid his/her fee before the Admission Ceremony will be unable to be admitted. Payment may be made by credit card, cheque or bank draft, payable to The Royal College of Physicians of Ireland. Please note bank drafts must be drawn on Irish Banks.



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Photographs

Both flash photography and video cameras are permitted during and after the ceremony. There will be a professional photographer on hand before and during the ceremony and reception.

Special Dietary Needs

Every effort is made by the College to supply a selection of food to suit everyone. There is always a vegetarian dish available. We do request however if there are further special dietary requirements you notify the College as soon as possible.

Timetable

The ceremony commences at 5.45 p.m. Fellows are requested to arrive at the College for between 4.30 p.m. and 5.30 p.m. to allow for gowning and formalities which may need to be completed. Dinner usually commences at 7.30 p.m. prior to which guests not dining in the College are requested to withdraw.

Visa Requirements

Those travelling to Ireland are advised to check with their local Irish Embassy on visa requirements to enter this country. This should be done well in advance of the date of departure, as the details can take some time to complete.

