## **Kildare County Council**



## **Appointment Information**

## IMPORTANT INFORMATION

If you need to engage in person with staff at Departments in Áras Chill Dara, Devoy Park, Naas, you need to make an appointment.

If you attend without appointment, you are unlikely to be seen. All other public locations do not require an appointment.

Customers are asked to please have due regard to the <u>Customer Code of</u> <u>Conduct</u> when attending appointments.

Report directly to the location of your appointment – <u>you do not need to check in at</u> <u>our Customer Service Counter if you have an appointment</u>. Please note there is signage and elevators onsite, however, if you need directions, please don't hesitate to consult a member of our Customer Service Team.

To avoid queuing, please attend just in time, not excessively early and not late.

Note your appointment time is for a fixed duration (appointments beyond the time specified cannot be facilitated).

If leaving post or forms before or following an appointment, please use the post boxes available at the entrance on the ground floor.

Please adhere to public health advice.

Our privacy statement for this booking service is here