

Meetings and Events

Venue Rental

at The Dock, Carrick-on-Shannon

THE
DOCK

About The Dock

Situated just two hours from Dublin and Belfast, The Dock is located in Carrick-on-Shannon, the county town of Leitrim, a progressive centre of diverse qualities, commercial activity and one of the most popular inland resorts in the country.

Formerly the town's courthouse, The Dock was one of a large number of county court buildings constructed in the early part of the nineteenth century. Repurposed and reopened in 2005, The Dock now houses a multidisciplinary arts centre, comprising a black box theatre, three stunning gallery spaces, the Jury Room Café and the Leitrim Design House.

The Dock provides a unique location in Ireland's North West in which to host your event. Whether you are looking for a meeting room, a wedding location or conference facilities, a suitable venue for a product launch or a photo shoot, we are here to assist you in successfully producing your event.

The Dock is accessed via a grand entrance hall; a striking foyer with a sweeping granite staircase leads to the first-floor galleries and meeting rooms. From the foyer there is access to the black box performance space, to the Leitrim Design House and to the Jury Room Café.

Meeting Rooms at The Dock

The Lila Holt Room

Dimensions: 3.89 x 6.14m (23.97 mtrs²)
Use: Meetings, Interviews, Workshops

Named in memory of a much beloved colleague, The Lila Holt Room has had several incarnations. In recent years, it has been The Dock technical office and, more recently still, following complete redecoration, it has become the newest of our meeting rooms.

Located in a sunny corner of the building, this room has potential for many uses. Carpeted and with two large windows, the room is bright and welcoming with a cosy atmosphere. It is the smallest of the meeting rooms, and it is often preferred for smaller training sessions, classes, meetings, interviews or gatherings of friends. Depending on the layout chosen by the facilitator, the room can accommodate up to 12 people comfortably.

The Music Room

Dimensions: 5.27 x 6.88m (36.34mtrs²)
Use: Meetings, Workshops, Occasions, Weddings

The Music Room is the longest established of the meeting rooms in The Dock. Since the doors of the building reopened in 2005, the Music Room has been available as a space for use by community, arts or cultural groups. It can be used to host meetings, discussion groups, music classes, art workshops, films, festivals, yoga classes, dance rehearsals and even small weddings. The Music Room has often been specified as the preferred location for couples who intend to have a simple, small gathering for their wedding ceremony.

The high ceilings, large windows and elegant dimensions make this room a very popular choice. This room can accommodate larger meetings of up to 20 people depending on your chosen layout.



The Tina Burke Room

Dimensions: 5.44 x 6.97m (37.99mtrs²)
Use: Meetings, Workshops

Formerly the Workshop Room, the room has been renamed in memory of an old friend of The Dock, Tina Burke, who was both an artist and teacher. The room is suitable for art classes, children's workshops and creative gatherings as well as meetings, discussion groups and more. With dimensions similar to those of The Music Room, larger groups can be facilitated depending on the chosen room layout. The room has a sink and countertops, making it easier to facilitate creative workshops, such as children's art classes, or painting masterclasses for adults. We can provide drawing boards and a limited number of easels should they be required.

Foyer

Dimensions: 18.17 x 7.62m (138.49mtrs²)
Use: Launches, Receptions

On entering the building, visitors are welcomed in to the bright and spacious foyer, which is double-height extending to triple-height and is divided by the wide granite staircase leading to the first-floor galleries. To the rear of the foyer is the Jury Room Café.

The foyer has played host to many large gatherings and launch events. Each December, it is the location for the Winter Market at The Dock. It is a great space for community get-togethers and is where most of the catering for events takes place.

Jury Room Café

Dimensions: 6.39 x 4.44m (28.46mtrs²)
Use: informal gatherings, small performances

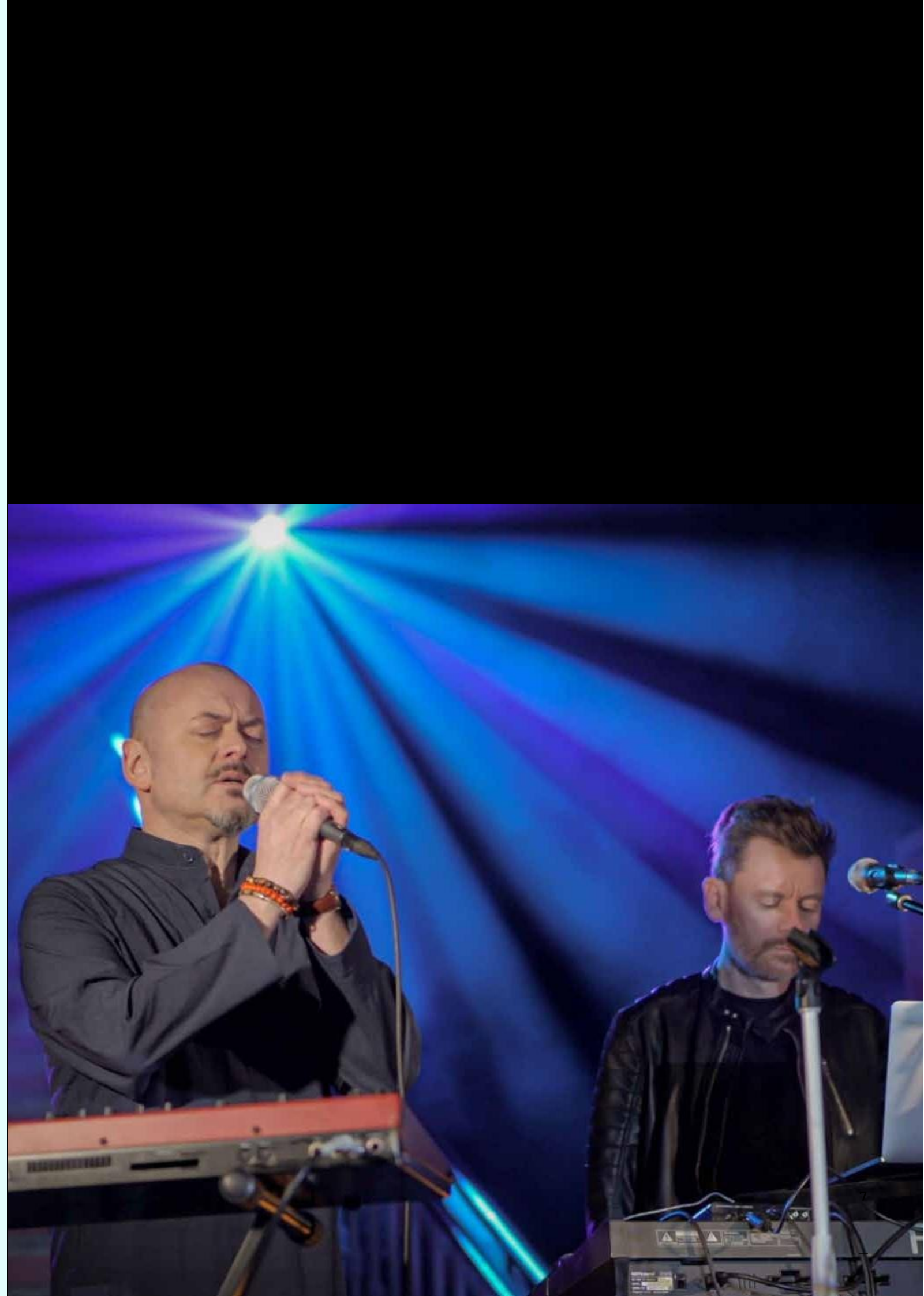
The place to meet your friends, chat and catch up over a cup of tea, latte or whatever your beverage of choice might be. The Jury Room Café is also available to hire for meetings, family gatherings, small performances, readings, or any other cosy gathering. Regular users have included a gathering of poets and writers, musicians, card players, book clubs and post-yoga-class tea drinkers.

Performance Space at The Dock

Dimensions: 9.68 x 9.145m (88.52mtrs²)
Use: Meetings, Rehearsals, Workshops,
Performances, Conferences

The Dock Performance Space is a black box theatre with multiple possible uses, including small festivals, conferences, training sessions, dance rehearsals, performances and even banquets!

You can run a work-related training workshop, a dance class or show movies for your friends. Let us know how you envisage your event and we will do our utmost to make it happen.



Weddings at The Dock

Here at The Dock, we are thrilled to be an approved venue for civil wedding ceremonies in the North West.

With more and more couples choosing a small gathering of friends and family for their important day, we are so pleased to offer our beautiful venue to make your wedding ceremony memorable.

If you would like to meet with us to discuss availability please contact Lara Byrne at lara.byrne@leitrimcoco.ie



Equipment available

To make your event more successful, and to assist you with technical requirements, we have a suite of equipment available for use or hire. We will discuss all possible requirements for your event and advise on the best equipment for you.

We will provide technical assistance to you in the set-up of your event and for the duration if required – just let us know the details, we will evaluate the requirements and discuss recommended equipment with you.

So, whether you need a desk top projector to show presentation slides to a small group of colleagues or you plan to host a conference for up to 100 audience members, we will ensure that your event goes well and that you have all the technical assistance that you require.

All rooms at The Dock are wifi-enabled.

CAPACITIES AND SEATING STYLES

Depending on the required set-up, we can safely allow for a specified number of attendees, as outlined in this brochure. Capacities for each room are set as per safety guidelines. We cannot exceed these guidelines and respectfully ask that should you require a larger space; you inform us in advance of your event.

CAPACITIES FOR EACH ROOM

Room	Boardroom	Workshop	Free style	Occasion	Performance
Performance Space:	20	30	30	100	100
Foyer:	-	-	-	120	-
Holt Room:	8	8	12	-	-
Music Room:	14	12	18	20	-
Burke Room:	12	10	18	-	-
Jury Room:	-	-	-	30	30

Catering

We work with locally based catering companies and can advise you on suitable catering partners for your event. You are also welcome to discuss using another caterer of your choice for your event.

The Olive Tree

A small independent cafe serving great food and coffees under the roof in the historic Market Yard in Carrick-on-Shannon.

Market Yard, Carrick-on-Shannon

Open 10am to 4pm Monday to Saturday

Phone: 071 9650525.

Call or text: 083 4014336 / 086 8389933

Email: cliodhnaq@gmail.com

www.theolivetreecafe.ie

www.tasteleirim.com/listing/the-olive-tree

Edergole Kitchen

Based in Dromahair, Co. Leitrim, The Edergole Kitchen is a family-run vegan catering company. Servicing Leitrim, Sligo, and the North-West of Ireland, it is run by Mike Harris and Jo Lewis. For eight years, the couple ran the award-winning Heathers vegan and vegetarian restaurant in London, winning awards from the AA, Time Out Magazine, The Vegan Society and multiple complimentary reviews in the national press ('London's finest vegetarian restaurant' The Guardian).

Mike and Jo pride themselves on cooking everything freshly from quality ingredients, so you won't find readymade items in their food. All bread is freshly baked as required. Sauces and dips, pickles, etc, are made in the kitchen with love and attention.

Dromahair, Co. Leitrim

www.edergolekitchen.ie

www.facebook.com/edergolekitchen

Crumbs

Crumbs Sandwich Bar & Takeaway is a flourishing business located at Bridge Street, Carrick-on-Shannon. They offer a quality Catering Service for those special occasions and for the corporate sector at business venues. The extensive menu includes hot and cold sandwiches and wraps, a variety of fillings, soups, salads, baked potatoes and desserts, all freshly prepared to the highest standards to satisfy all palates.

Bridge Street, Carrick-on-Shannon

www.crumbssandwichbar.ie

Thank you for considering The Dock for your event. We hope that the information contained in this brochure has addressed any queries that you may have had. If you would like to arrange a meeting with Lara Byrne to discuss your plans further, please do not hesitate to get in touch with us.

You can arrange for a meeting by calling us at 071 96 50 828 and choosing Option 1 for Venue Rental.

You can also email directly at lara.byrne@leitrimcoco.ie

