



Edinburgh International Conference Centre
The Exchange, Morrison Street, Edinburgh EH3 8EE, Scotland
T: +44 (0)131 300 3000 F: +44 (0)131 300 3030
E: sales@cicc.co.uk W: www.cicc.co.uk



Orientation Guide



Concierge

Located at the main entrance, the EICC concierge can provide you with information on a wide range of services:- theatres, restaurants, shopping, car hire, flight confirmations, travel enquiries and bookings and tourist attractions in the city.

Business Centre

EICC has a fully equipped business centre where professional multi-lingual staff will be happy to supply you with administrative support, up-to-date communication services and detailed information on Edinburgh, the Lothians and Scotland.

Located in Strathblane Hall, services available at the Business Centre include:-

- e-mail access
- supply of phone cards, stamps etc
- internet browsing facility
- photocopying
- Reuters information service
- faxing
- word-processing

Designed by SKAKEL & SKAKEL, Edinburgh

THE PENTLAND
AUDITORIUM : LEVEL 3

THE GALLOWAY
SUITE : LEVEL 1

THE MAIN
ENTRANCE : LEVEL 0

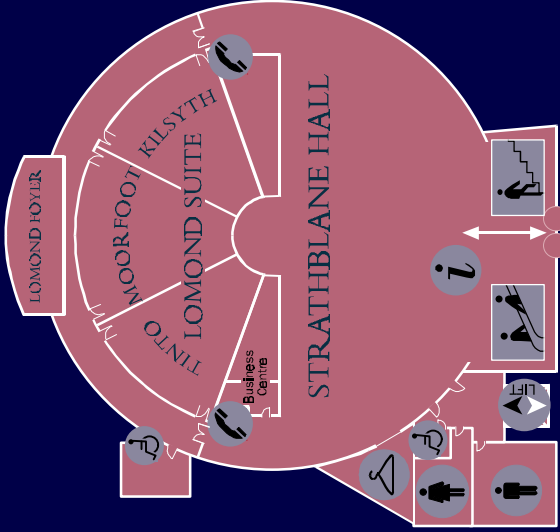
THE CROMDALE
HALL : LEVEL -2



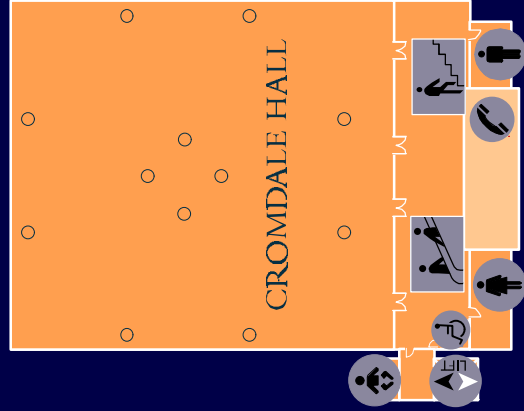
Safety and Emergency Procedures

In the unlikely event of a fire alarm sounding (a high pitched continuous tone will be heard) please make your way to the nearest emergency exit. These are located in each of the four corners of the building and are well signposted. In the event of an emergency, please leave the building in an orderly manner as directed. Do not use the main stairs or escalators. All lifts in the building will be grounded automatically. Please follow instructions of emergency marshals at all times. Disabled people should make their way, where possible, to the front of the building. Anyone who has special needs in the event of an emergency should make themselves known to EICC staff on arrival.

Level 0



Level -2



Level -1
Telephone Facilities Only