

# **HOTEL SERVICES**

We hope you find the following A-Z information helpful. Please contact reception should you have any queries.

### Α.

#### **Accommodation Services**

Our accommodation service department will be pleased to assist you with requests for additional toiletries, towels or pillows.

Please contact the Reception desk.

# В.

# **Babysitting Service**

We have a list of tried and trusted babysitters, all of whom are Garda vetted. We do request 24 hours' notice to arrange this service. All our babysitters are over the age of 21. Please contact reception by dialling "0" for more information.

#### Bar

The Coach House Bar is located on the ground floor. It offers a traditional atmosphere for a relaxed and informal lunch or an evening meal. Food is served daily until 10pm.

#### **Business Services**

A range of audio and visual presentation equipment is available for hire. For this and other services such as courier and or secretarial services, contact our reception for details of rates and for further assistance.



# C.

#### Check-in / Check-out

For our bedrooms, check-in time is 3.00pm and check-out is 12.00noon.

For Lodges, check-in time is 4.00pm and check-out time is 11.00am.

If however, you would like to request a late check-out, please ask at the reception and we will be happy to check availability. Late check-out will be subject to additional charges.

# D.

#### Do Not Disturb

Please hang your "Do Not Disturb" sign on the outside doorknob.

# Dry Cleaning & Laundry Services

We are pleased to offer same day dry cleaning and laundry services from Monday to Saturday only. Sundays and Bank holidays are excluded.

Laundry bags and slips with a full price list can be found in the desk drawer. Complete the laundry slip fully and place it in the laundry bag, ensuring your name and room number is clearly printed on the slip. To arrange laundry bag collection dial '0', or alternatively you may drop it to the main reception.

Please note that same day service items need to be dropped to reception or collected before 9.30am and will be returned by 6.30pm. (Please do not leave outside bedroom).

# E.

# **Emergency**

Please contact hotel reception by dialling "0" on your phone in the event of an emergency.



# **Emergency Lighting**

In the event of a power failure, emergency lighting will come on throughout the building. Candles or naked flames are not permitted in the bedroom at any time

### F.

#### Fire

Please familiarise yourself with the fire evacuation instructions, and directions to your nearest emergency exit, this is displayed on the back of your entry door.

In the event of the fire alarm being activated please leave the building via the nearest escape route and make your way to the designated Fire Assembly Points; (a) At the far end of the fountain at the front of the hotel. (b) The carpark area in front of the Conference Suite. (c) The green area between the Lodges to the rear of the hotel. (d) The car park area in front of the leisure centre main door.

#### First Aid

Several members of our team are trained and accredited in delivering First Aid. For First Aid assistance please contact reception by dialling "0".

Our AED is located in the hotel strong room, if required please ask any member of the team for retrieval.

# G.

#### Gift Vouchers

Gift vouchers for The Johnstown Estate are available for purchase at the hotel reception desk.

# Gym

Our gym is located on the ground floor of the leisure centre area. Appropriate clothing and footwear is required. Under 16's are not permitted.



# H.

#### Hairdresser

The 7th Heaven Hair Salon is located on the ground floor of the leisure centre. The salon is open from Tuesday to Saturday. To arrange an appointment, please dial 643.

# Heating

Bedroom heating is controlled by our building management system, for assistance with heating please contact the hotel reception.

Lodge heating is individually controlled by the gas boiler located in the kitchen. Please turn the boiler on for heating and hot water. If you require assistance please contact reception by dialling "0".

# I.

### Internet / Wi-Fi

Complimentary wireless internet access is available throughout the hotel. Our network name is "Johnstown Estate" this is an open network and no password is required.

# K.

# **Key Cards**

Your key card is electronically encoded and for your security the room number is not indicated on the card. Should you lose your card, please inform a member of the hotel reception team immediately. A new card will be issued for you, photographic identification may be requested for issuing a duplicate key card, and once a new key is created the original will be automatically cancelled. On the day of your departure your key will automatically expire at 12.00noon. If you wish to access your room after this time please contact the hotel reception.



# L.

# **Lost Property**

Any lost property found in the hotel is placed in storage. The hotel is not liable for any lost property, but will assist in retrieving property where possible. Please contact our hotel reception and you will be transferred to lost and found.

#### Local amenities

Located in the village of Enfield are various shops and services, which are approximately 10 minute walk from the hotel. Please contact reception for directions.

SuperValu Supermarket	Daily	7am-10pm
Kane's Care Plus Pharmacy	Mon-Fri	9am-7pm / Sat 9am-6pm
Johnstown Bridge Pharmacy	Mon-Fri	9am-7pm / Sat 9am-6pm

### **Local Transport**

Train & Bus

A train station is located in Enfield village across from the Applegreen service station. At the traffic lights in the centre of Enfield village turn left and the rail station is 300 meters on the right hand side. A full list of trains and times are available from reception.

The bus stop is located at Supervalu (Dublin) and at StreetSide Café (Galway). At the traffic lights in the centre of Enfield village turn right and the bus stop is 500 meters on the right hand side. A full list of bus times are available from reception.

# M.

# Manager on Duty

For assistance with any guest queries, advice or information, please contact reception by dialling "0" who will transfer you to the Manager on Duty 24hrs a day.



# P.

# **Parking**

Vehicles and their contents are left in the car park at the owner's risk. In all respects neither the management nor any of their agents accepts responsibility or liability for any accident, loss or damage to persons, vehicles, accessories or contents howsoever caused.

The hotel car park is situated to the front of the Hotel and is available free of charge to all guests. Parking is on a first come first serve basis.

Disabled car parking spaces are available at the front of the hotel. Should you require any assistance please contact reception.

#### Please Do Not Leave Valuables in Your Car

### R.

#### Restaurant

Breakfast is served from 7.00am until 10.00am Monday - Friday and 8.00am until 11.00am on Saturday, Sunday and Bank Holidays.

At The Johnstown Estate we endeavour to offer only the finest in Irish hospitality and service in our unique Fire and Salt Restaurant which is open from 6.30pm until 9.30pm for dinner.

Fire & Salt Opening Times
June - August open seven days a week.
September - May open Thursday to Sunday.

#### **Room Service**

For those who prefer the privacy of dining in their room, we offer an extensive room service menu which can be found within this directory.

Please note a service charge per person applies.



Hotel Services

# S.

#### Safe

A safe, and instruction on its use, is available in every guest room. The hotel will not accept responsibility for loss or damage to belongings left in the guest rooms. If you require any assistance operating your safe, please contact the hotel reception.

# Security

The hotel staff are available to assist you 24 hours a day. We also have certified First Aid Responders on our Security and Our Duty Managers are certified First Aid responders and are available at all times. For your own protection we recommend that you lock your door, use the dead bolt and spy hole before allowing admittance to your room.

# Spa

Spa treatments are available by appointment and are subject to availability. Please contact the hotel reception and they will transfer you to the Spa for all treatment bookings. The Spa is located on the 1st floor of the leisure centre.

# T.

# Telephone

Dial '0' for Reception. For room to room dialling, please dial the room number you require, for an outside line dial '9'.

#### Television

Please consult the guide displayed in the bedroom.

### Taxi services

Please contact reception by dialling "0" if you would like to arrange a taxi.



# **EMERGENCY SERVICES**

# PERSONAL SAFETY & FLOOR PLANS

# The Emergency Plan

The Johnstown Estate is equipped with a modern, efficient fire emergency and suppression system, which includes sprinklers and smoke detectors in every room and in all of the hallways.

Please familiarise yourself with fire exits on your floor; there are several located on each floor.

In the event of an emergency, please break the glass alarm nearest to you and leave the area. In the event that there is an evacuation of the hotel, please make your way to the designated Fire Assembly Point

- A. The furthest point of the fountain at the front of the hotel.
- B. The green area between the Lodges at the rear of the hotel.
- C. The car park area outside the Conference suites.
- D. The car park area in front of the leisure centre main door

#### Fire Rules

If you discover a fire, raise the alarm by breaking a break glass unit. There are numerous break glass points on each floor.

If you hear a fire alarm, leave your room immediately closing the door behind you and proceed immediately to the nearest Fire Assembly Point, using the nearest available exit.

**DO NOT** use the lift as a means of escape.

**DO NOT** shout or run as this tends to cause panic and confusion, remember to stay calm.



Hotel Services

#### Floor Plans

Floor plans are located on the inside of your guest room door. Please take a moment to familiarise yourself with the location of the nearest emergency exit

### Weekly Fire Drill

In the interest of safety, we conduct a weekly fire drill each Tuesday at 10:30am. The fire alarm will sound for 5 seconds and then discontinue. Should the fire alarm ring continuously, please proceed immediately to the fire assembly point closest to you, using the nearest available exit. If you have any queries with regard to this matter, please do not hesitate to contact reception by dialling '0'.



# **FOOD & BEVERAGE**

#### FIRE & SALT RESTAURANT

#### **BREAKFAST**

Visit our generous breakfast buffet with a wide range of delectable items to tempt your palate.

The dress code is casual day time wear, (night wear and bathrobes are not permitted). Appropriate footwear is required at all times. Children are to be accompanied by a parent/adult at all times.

Open for Breakfast:

Monday to Friday 7.00am to 10.00am Saturday, Sunday & Bank Holidays 8.00am to 11.00am

#### DINNER

Open for Dinner:

June - August (Open seven days a week) Monday to Sunday 6.30pm to 9.30pm

# September - May

Thursday to Sunday 6.30pm to 9.30pm

Serving the finest Prime Irish Steak and Seafood with a comprehensive selection of wines from around the world.

Our dress code is smart casual, shirts must have a collar. Polo-necks are permitted. Please note torn / ripped jeans and shorts are not permitted. Children must be fully supervised at all times.

Dinner reservations are recommended to ensure your preferred dining time.



#### THE COACH HOUSE BAR

The Coach House bar offers a traditional atmosphere for a relaxed and informal lunch or an evening meal with food served daily from 12.00noon until 10.00pm.

Opening hours

Monday to Thursday 10.00am to 11.30pm

Friday 10.00am to 12.30pm

Saturday 11.00am to 12.30pm

Sunday and Bank Holidays 11.00am to 11.00pm

#### **ATRIUM LOUNGE**

Afternoon tea is served daily from noon until 6pm, featuring a selection of traditional fair all of which are prepared in house by our resident pastry chef.

#### ROOM SERVICE

For those who prefer the privacy of dining in their room, we offer an extensive room service menu. Please dial '0' on your phone after you have chosen from the wide selection of delicious items.

Room service is available for Breakfast, Lunch and Dinner. A selection of sandwiches are available available from 10pm and 7am.

All prices are inclusive of V.A.T and Gratuities are at your discretion. For every delivery there is a €7.00 Room Service delivery charge applied per person.



# THE SPA

#### At A Glance

Welcome to a world of harmony, luxury and well-being. As Ireland's premier resort spa, we invite you to experience the meaning of a true spa. At The Johnstown Estate our aim is to make your spa experience effortless and calm, while you refresh and revitalise.

The exclusive Elemis Spa range is amongst the best in the world. And our facilities include an array of treatment rooms, relaxation suites, caldarium, steam room, Finish Sauna and Hydrotherapy pool.

Spa Opening Hours:

Monday to Saturday 9.00am to 7.00pm Sunday 9.00am to 6.00pm Gloss Opening Hours:

Monday to Wednesday 10.00am to 7.00pm Thursday Friday 9.00am to 9.00pm

Saturday 9.00am to 7.00pm Sunday 10.00am to 6.00pm

# Spa Etiquette

The Spa is designed for your total relaxation and is a haven from the outside. We request that all guests keep noise to a minimum and switch off electronic devises before entering the spa. No children are allowed in the Spa at any time. Please arrive 30 minutes prior to your scheduled appointment. Late arrival will result in a shortened treatment in order to accommodate other clients.

# Spa Attire

Bathrobes and slippers will be provided in your room if you are on a Spa Escape package.

# Spa Reservations & Cancellations

Advanced booking is advised, a credit card is required at the time of booking. A cancellation period of 48 hours applies. A full fee will be charged for any treatments cancelled with less than 48 hours prior notice or for a 'no show'.

Please contact The Spa on extension 4030 for all treatment bookings.



# Gloss at the Spa

Gloss at the Spa is the stylish little sister to The Spa at The Johnstown Estate and focuses on grooming and beauty treatments. Gloss at The Spa offers an extensive range of luxury treatments from Manicures, Pedicures, Brows and Massages.

Other treatments available include bespoke Elemis BIOTEC facials that use a combination of ground-breaking technology and active ingredients. These highly effective supercharged facials will deliver immediate, visible and long-lasting results, leaving you with stunningly smooth skin in as little as 30 minutes. Gloss at The Spa also has a choice of group treatment packages where you and your friends can have the suite all to yourselves for treatments, bubbles and nibbles. It is the perfect private setting to celebrate a special occasion; birthdays, baby showers, hen party or a bridal party, all can be enjoyed in most glamorous and luxurious surrounds you can imagine. At Gloss at The Spa, every little detail has been thought of, our expert therapists can advise you on a range of luxurious beauty treatments and products. Discover the exquisite Elemis collection and other top branded beauty products such as the luxurious cosmetics from makeup powerhouse Delilah, or, treat a loved one to a Johnstown Estate gift voucher to experience the glamour for themselves. Please dial 612 for information.



# THE LEISURE CLUB

The Leisure Club features a heated 20m swimming pool, indoor Jacuzzi, children's pool, outdoor Canadian Hot Tub and thermal suites. Our large gymnasium is equipped with ultra-modern cardio vascular equipment and an extensive weight and stretching area.

The thermal suites include a sauna, steam room, and laconium. Our relaxation room offers custom built ergonomically designed individual heated loungers. The Leisure Club also boasts a purpose built aerobics and spinning room. Complimentary towels and shower gel are provided to all guests.

- Children under 14 years are permitted access to the pool until 7.00pm only and MUST be accompanied by an adult at all times.
- Use of any of the heat experiences (Sauna/Steam Room and Jacuzzi) is strictly prohibited for anybody under 18 years.
- Swim hats must be worn in the swimming pool. These are available at the Leisure Centre reception for a nominal charge of €3.
- Children under the age of 16 are not permitted to use the gym.

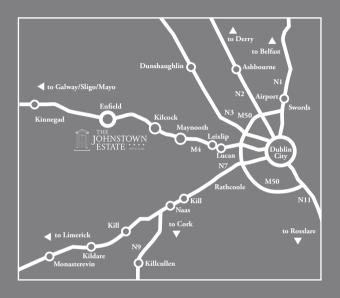
# Opening Hours:

Monday to Friday (including Bank Holidays) 6.00am to 10.00pm Saturday's 8.00am to 8.00pm Sunday's 9.00.am to 7.00pm

For health and safety reasons, all guests must check in at the Leisure Centre reception.



# Our Location



We are only 35 minutes from Dublin City Centre and the International Airport, and easily reached from the rest of Ireland.

GPS-coordinates: 6°49'48"W, 53°24'35"N

We have complimentary parking for up to 750 cars and for those lucky enough to travel by helicopter, we can accommodate you with our helipad.



The Johnstown Estate, Enfield, Co. Meath, Ireland A83 V070 T: +353 46 954 0000 E: info@thejohnstownestate.com W: www.thejohnstownestate.com