

VISITING CANBERRA COMMUNITY LAW



Canberra Community Law building

I can contact Canberra Community Law (CCL) to make a time to speak to a lawyer.

To make an appointment, I can

- Call CCL on 6218 7900
- Send an email to info@canberracommunitylaw.org.au
- Visit their office between 9am to 4.30pm Monday to Friday



I can tell CCL anything they can do to make the meeting more accessible for me. For example, I could ask

- For an interpreter
- To have a morning or afternoon meeting
- For changes to our meeting space, such as moving furniture so a wheelchair can move around safely or having the door open
- To meet on the ground floor
- To have a support person to come with me

CCL knows my access needs can change, so it is okay to tell them what I need at any time.



I can choose to bring a support person to my meeting. This could be

- A support worker
- A friend or family member
- A disability advocate, for example
 - ACT Disability, Aged and Carer Advocacy Service (ph 6242 5060)
 - Advocacy for Inclusion (ph 6257 4005)

My support person can help if I forget parts of my story, or if I become overwhelmed.

If I have a support person there, my lawyer will still ask me the questions. I will still be the one to make decisions about what to do next.



Sometimes people ask what they should wear to a meeting with a lawyer.

Casual clothes are okay!

I can wear what is comfortable for me.



I can email my documents to CCL at info@canberracommunitylaw.org.au.

Or drop off any documents or photos to the office before my meeting.

I can also bring documents and photos with me on the day. They can make copies there.



centralink
Government of Western Australia
Rent Certificate

Name
Postal address

Postcode
Your Centralink Reference Number

SUS2249W/1207 (Page 1 of 3)

PART A - Your accommodation details

1 What is your residential address (not a PO box)?

Postcode

2 What date did you start living at this address?
/ /

3 Do you (and/or your partner) own a home or have a mortgage?
This includes caravan, cabin, boat, mobile home.
No ☐ **Go to 5**
Yes ☐ **Go to next question**

4 Do you (and/or your partner) own a home but live elsewhere?
No ☐ **Go to next question**
Yes ☐ What is the reason for not living in your home (e.g. travelling, temporary care)?

How long will you be away?

5 Do you (and/or your partner) pay rent or fees for the accommodation listed at Question 1?
No ☐ **When did you stop paying?** / / **Go to 13**
Yes ☐ **Go to next question**

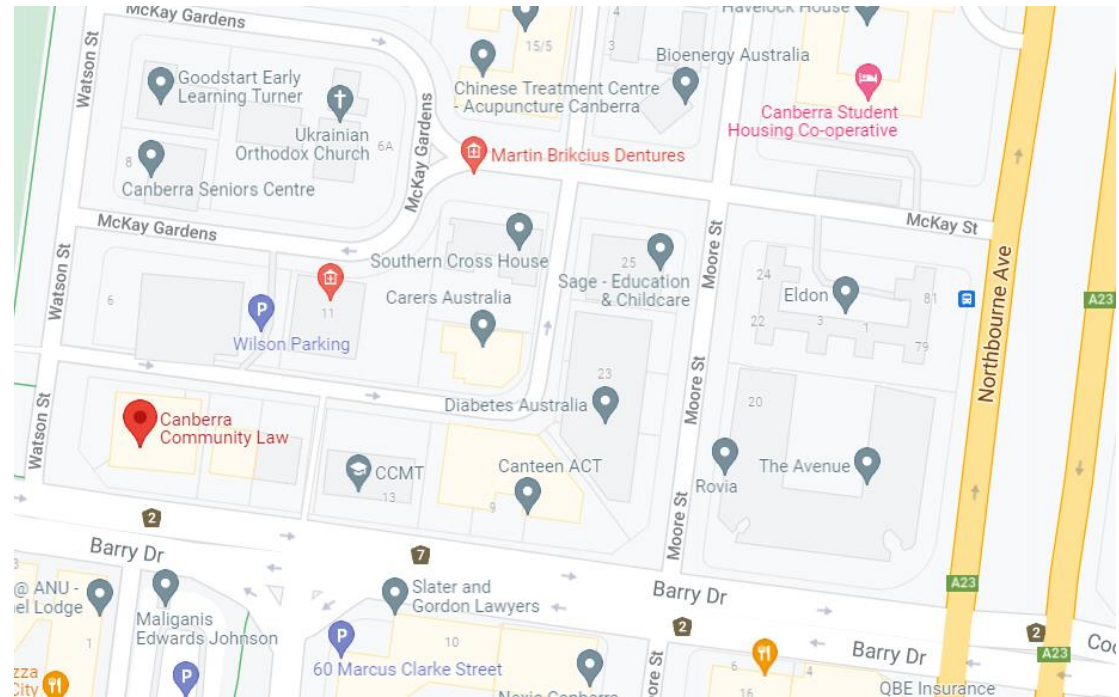
6 Which of the following best describes your accommodation?
Private house, unit, apartment, flat ☐ **Go to 8**
Caravan, cabin, mobile home ☐ **Go to 8**
Strating flat ☐ **Go to 8**
Community Housing ☐ **Go to 8**
Defence Housing ☐ **Go to 8**
Public Housing ☐ **Go to 7**
Boarding houses, hostels, private hotels ☐ **Go to 9**
Hospital, disability housing ☐ **Go to 9**
Aged care hostel, nursing home, retirement village ☐
☒ Attach documents to verify the details of your entry contribution **Go to 13**
Other (e.g. boat, refuge, relocatable home). Give details below **Go to 8**

7 Tick boxes that describe your public housing accommodation:
You are the primary tenant (that is, your (and/or your partner's) name is on the tenancy agreement/lease with public housing). ☐ **Go to 13**
You are not the primary tenant and:
The primary tenant pays market rent ☐
The primary tenant lives with you and your (and/or your partner's) income has been taken into consideration by the public housing authority when calculating the rent ☐



CCL is at level 1, 21 Barry Drive Turner.

The entrance to CCL is on the corner of Barry Drive and Watson Street.



Map data © 2021 Google

If I am coming by car, there is parking

- On Watson Street
- On McKay Lane (including accessible parking)
- On McKay Gardens (including accessible)
- On Gould Street
- Across the road off Marcus Clarke Street

There is a map of available parking on the next page.

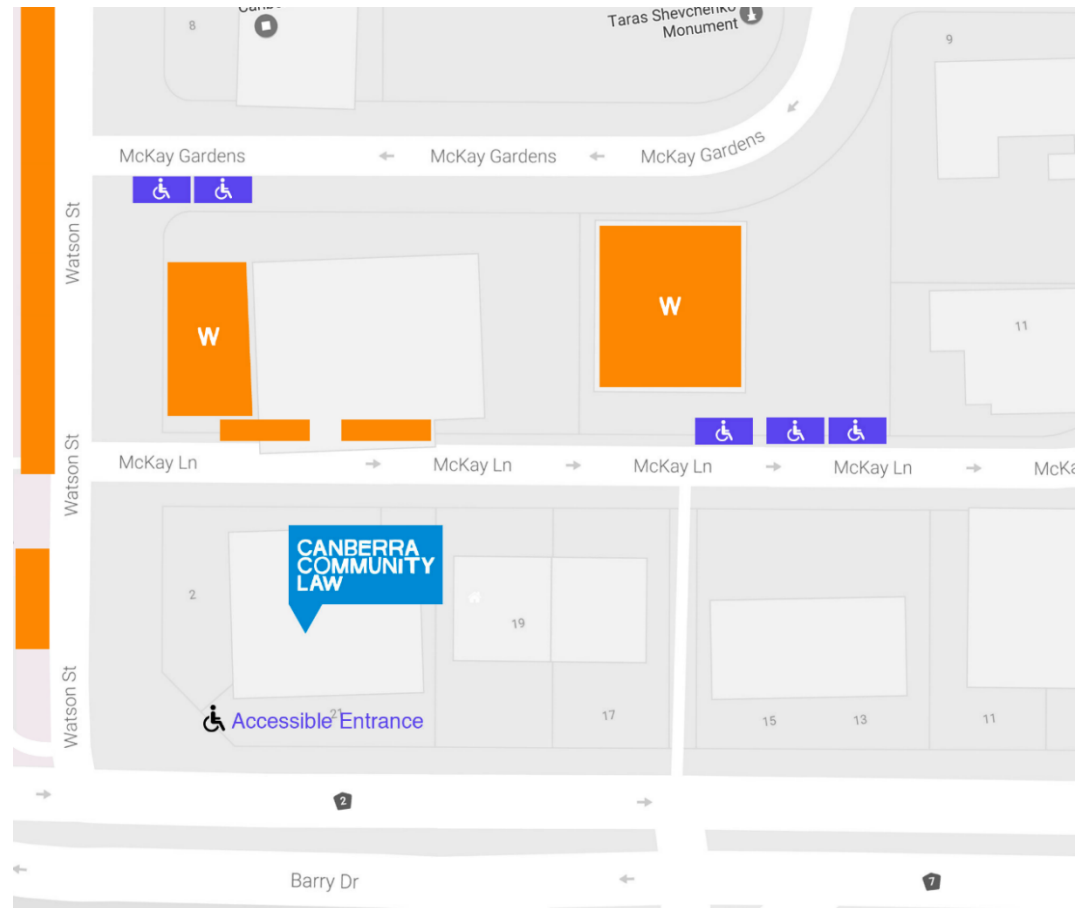
Car parks on McKay Lane



Accessible parks on McKay Lane



The map shows accessible parking spaces (**blue**) and paid parking spaces (**orange**).



I might need to pay a parking fee to park my car.

There are parking meters on Watson Street and McKay Lane.

If I park in the Wilson Car park on McKay Lane, I will need to pay for parking using the Wilson Parking app on my mobile phone.



It can be hard to find a parking space near CCL.

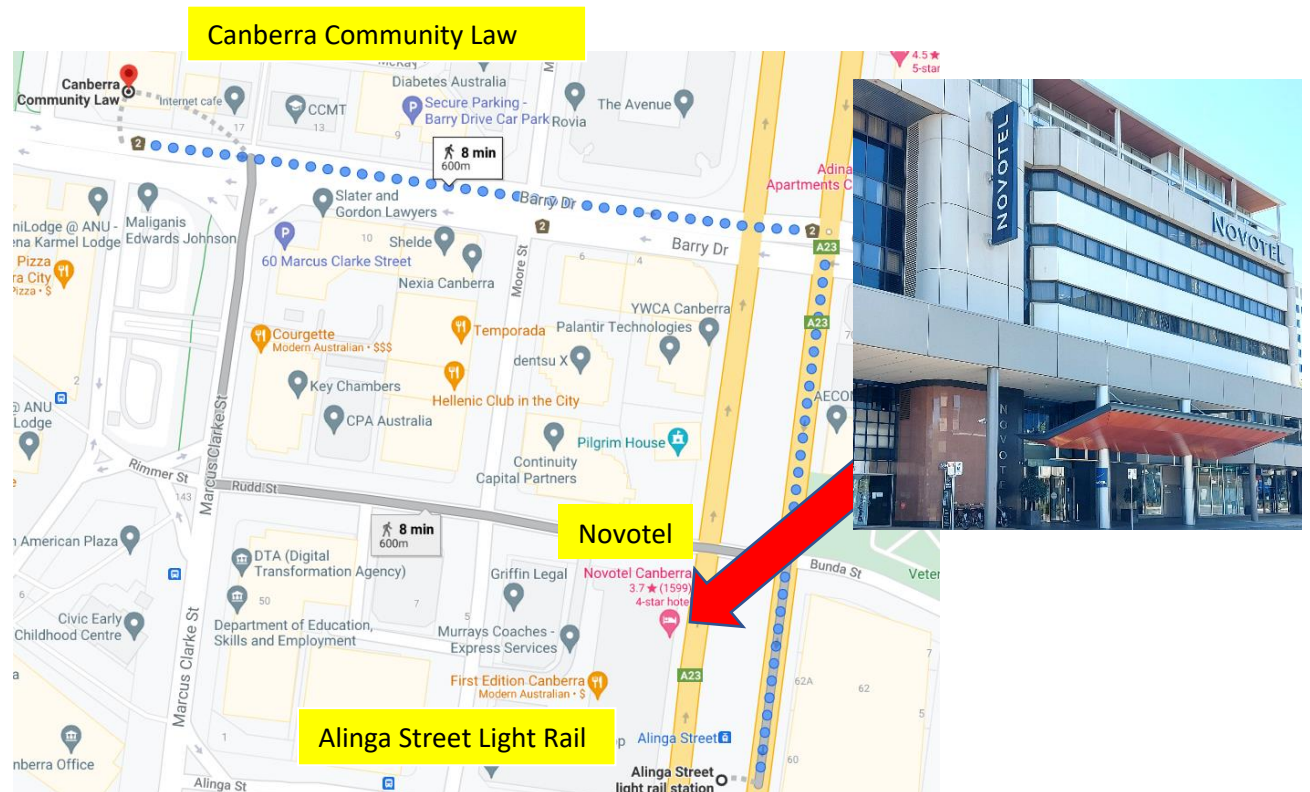
If I come by car, I need to add extra time to my trip.

The extra time will help me to find a parking space, pay and put the ticket in my window if I need to.

If I am early, I can wait at CCL if I want to.



It takes about 8 minutes to walk from the stop to CCL.



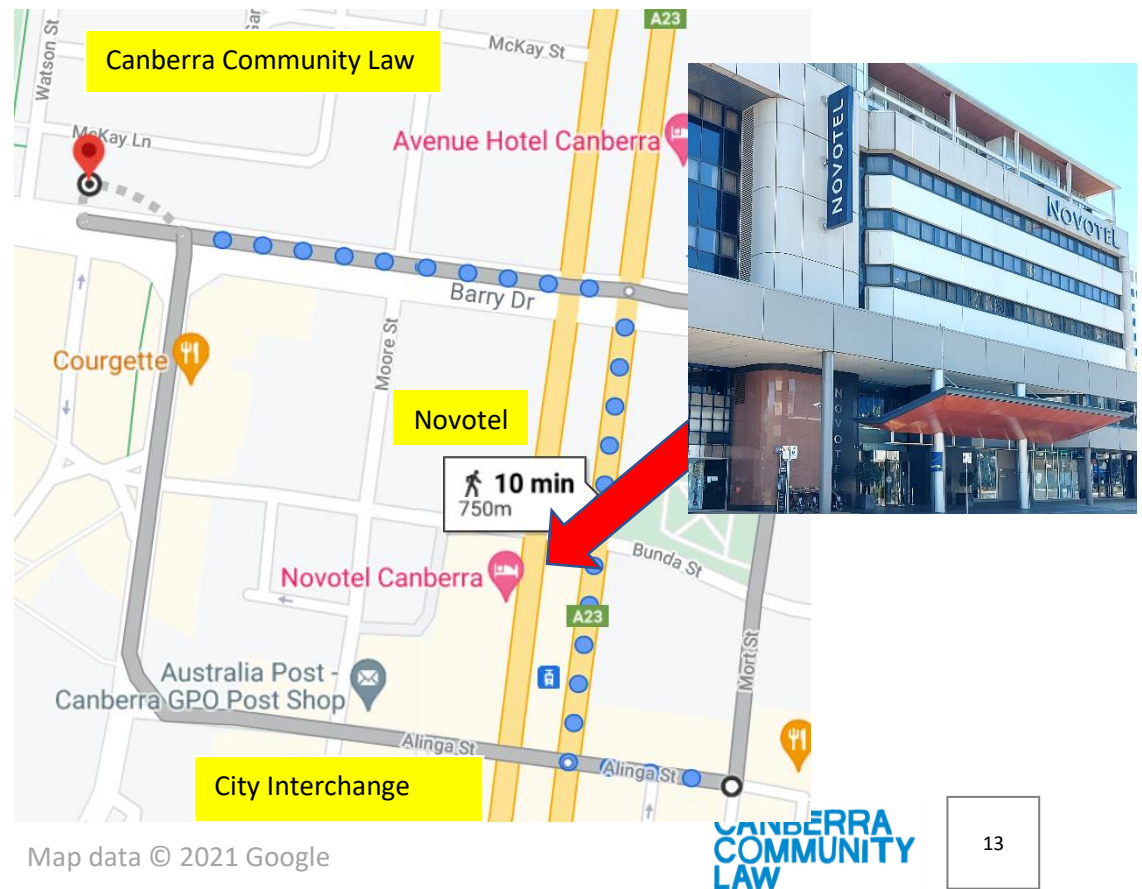
**CANBERRA
COMMUNITY
LAW**

The nearest bus interchange is City Bus Interchange.

I can ask the driver to tell me when I have arrived at the stop if I am unsure.

I should walk towards the Novotel hotel once I arrive at the stop.

It takes about 10 minutes to walk from the stop to CCL.



I may choose to be dropped off at CCL by a

- Friend or family member
- Support service
- Taxi or a ride share service (Uber, Lyft)

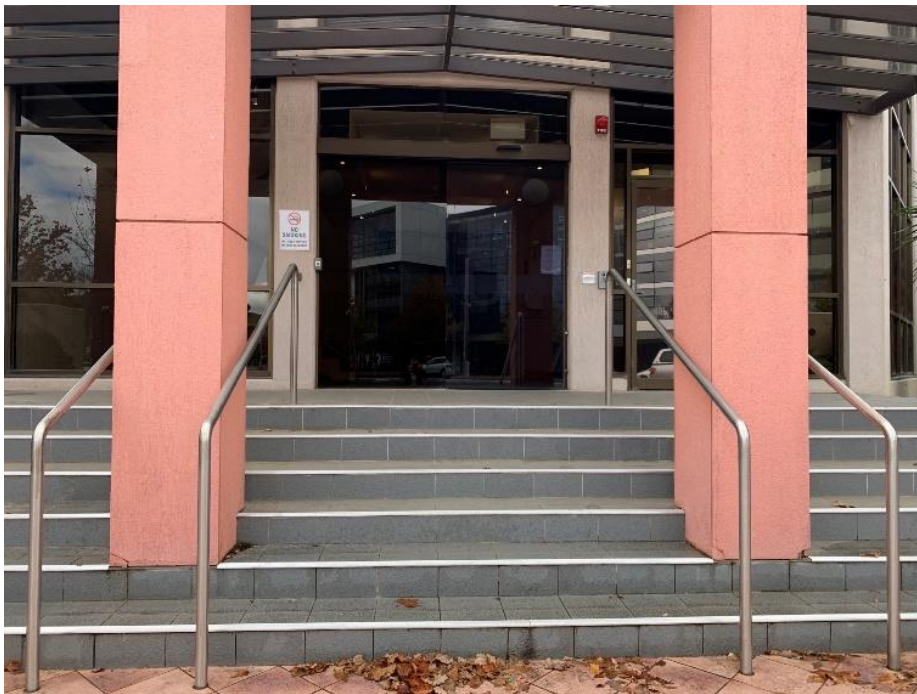
The best place to be dropped off is on McKay Lane. From here I will need to cross McKay Lane and walk towards Barry Drive to get to the CCL building.



I can walk up the 6 steps to the front door of the CCL building.

Or I can follow Barry Drive (to the right when facing the red pillars) to find a ramp if I need one.

I can call CCL on 6218 7900 if I need help.



CCL is on level 1.

There is no lift, only stairs. However, there are meeting rooms on the ground floor.



CCL staff can meet me on the ground floor and use a meeting room on this level.

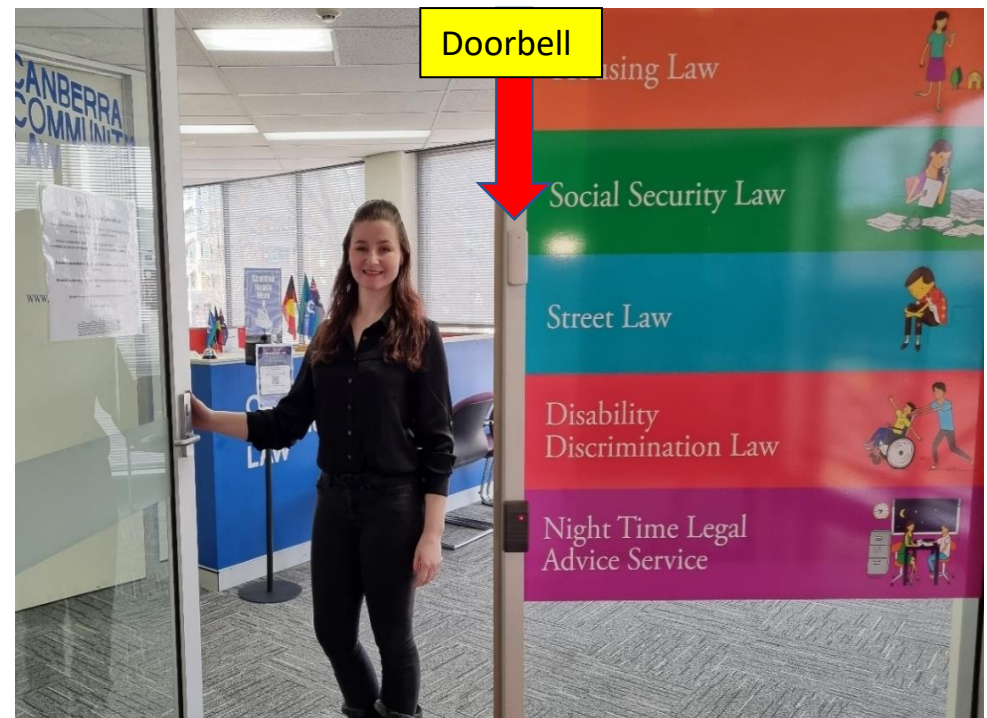
If I would like to meet on the ground floor, I will use the intercom to let them know I am here, and they will come down.



If stairs are okay, I will go up the 19 steps to the front door.

When I get to the front door, I will press the doorbell.

Someone will come out to meet me.



The receptionist will let me into the waiting area.

They will ask me for my name and who I am meeting with today.

If I have support person with me, they can help me answer these questions if I would like.

I can bring something with me to help make waiting easier if i want, for example my iPad, a book or another quiet activity I can do while I am waiting.



CCL has to take some extra steps while COVID-19 restrictions are still in place.

I may need to wear a mask. I should let CCL know if I cannot wear a mask before I visit.

The receptionist will ask me some questions about where I have been and if I have any cold or flu symptoms.

They will also ask me to sign in using either the visitor log or the Check In CBR app on my mobile phone. I can ask for help if I need it.



The receptionist will let my lawyer know I have arrived.

They will also ask me if I would like tea, coffee or water.

I can take this drink in with me to my meeting.



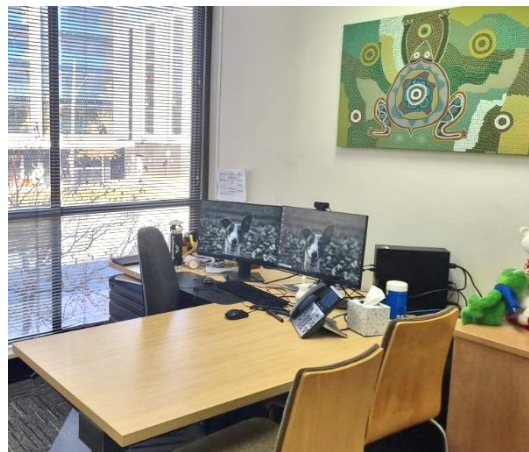
My lawyer will come to the waiting area.

They will ask me to come with them to the meeting room.

My support person can come if I would like them to. Otherwise, they can wait in the waiting area.

The meeting might happen

- In my lawyer's office
- In a meeting room on the ground floor
- In a larger room

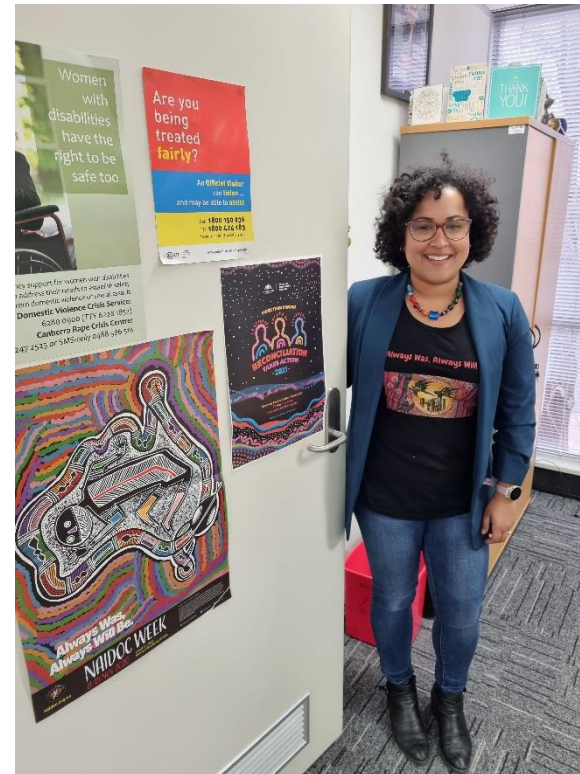
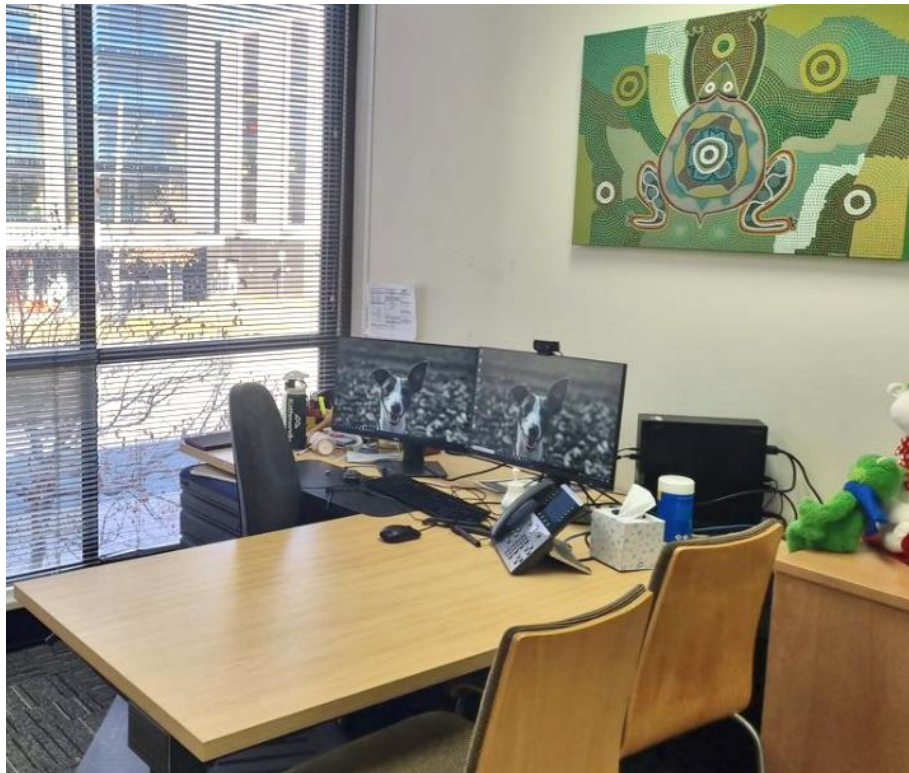


If I prefer a larger room, we can meet in the large downstairs meeting room if it is free.



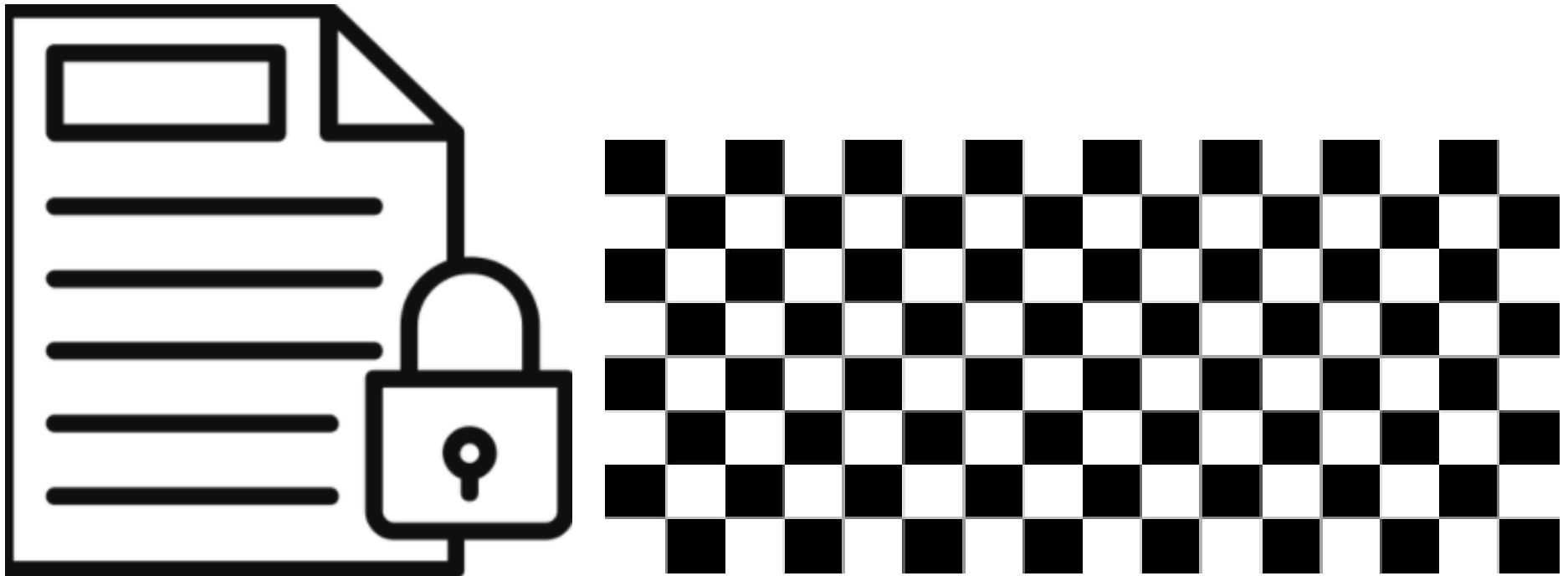
All lawyers have their own office.

I can decide whether I would like the door open or closed.



Now I am ready to start my meeting!

Everything I tell CCL is private. They won't tell anyone else my story unless I say it is okay.



For more social scripts visit <https://www.canberracommunitylaw.org.au/social-scripts> or scan the QR Code below.



**CANBERRA
COMMUNITY
LAW**

Phone: (02) 6218 7900 | **Email:** info@canberracommunitylaw.org.au

Address: Level 1, 21 Barry Drive Turner ACT 2612
(Accessible entrance via the Environmental Defender's Office)

Website: www.canberracommunitylaw.org.au

Canberra Community Law acknowledges the Traditional Custodians of the land on which we work in the ACT and surrounding region and pay our respect to the Ngunnawal elders past, present and future for they hold the stories, traditions, and the cultures of their people. We are grateful that we share this land and express our sorrow for the costs of this sharing to Australia's First Peoples. We will continue to acknowledge the legacy of our history and strive in our goals to empower our community through social justice. We hope that our efforts will contribute to a realisation of equity, justice and partnership with Traditional Custodians of this land.

We Acknowledge Wiradjuri artist Leanne Pope for use of her artwork 'Fresh life after rain' 2017 for our identifier, marketing and promotional materials.



Supported by



ACT
Government

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LAW**