



Moving In Guidelines



COLLEGIATE
Gateway Apartments



Welcome

Welcome to Collegiate Gateway Apartments for the 2019-20 academic year

Hi!

We are really looking forward to welcoming you to Collegiate Gateway Apartments in a few weeks, and just to ensure you have all the information you need before you move in, we have put together some helpful guidelines.

Move in weekend at Collegiate Gateway Apartments is scheduled for the 31st August and 1st September, and staff members from Collegiate will be available to issue keys and show you to your new home from 9am – 5.30pm.

Don't worry if you are not able to move in on the dedicated 'move in weekend', you can still pick up your keys Monday to Friday 9am – 5pm. Please just contact the helpful on-site team to make an appointment to collect your keys.

Please ensure you bring some photo ID with you when you arrive (a passport or driving licence will be perfect).

Travelling

If you need advice on how to get to your accommodation, or help with the closest car park then please contact ga@collegiate-ac.com and the accommodation team will be able to help.

Car parking

You can park on Montgomery Street, just outside of Collegiate Gateway Apartments.

We recommend that you park and then come to reception to check-in and collect your keys before bringing your luggage.

Local accommodation

If you are arriving to Collegiate Gateway Apartments outside of office opening hours there are a number of local accommodation options available to you. A few options to consider are:

Edinburgh Central Youth Hostel

9 Haddington Pl
Edinburgh
EH7 4AL
0131 524 2090

Travelodge Edinburgh Central

17 Waterloo Place
Edinburgh
EH1 3BG
0871 984 6445

Premier Inn Edinburgh City Centre

44 York Pl
Edinburgh
EH1 3HU
0871 527 9618

The Cairn Hotel

10-18 Windsor St
Edinburgh
EH7 5JR
0131 557 0175



Edinburgh Central Youth Hostel

🚶 1 minute

The Cairn Hotel

🚶 2 minute

Premier Inn Edinburgh City Centre

🚶 8 minute

Travelodge Edinburgh Central

🚶 12 minute



Moving in requirements

Please ensure that, before you move in, you have completed the following:

- Paid your £250 deposit
- Paid your first rental instalment, or full rent if applicable. These are both due on the Wednesday 21st August 2019. Please be aware, no keys will be issued to you if rent has not been paid.
- Provided 1 x photo ID and 1 x proof of address, for yourself and your guarantor if applicable. 2 x passport photos and 1 x proof of student status.

If you have not done this prior to move in, you **MUST** bring all these with you on the day of your arrival. Without complete documentation, you will not be able to move in.

Absolutely no keys will be issued if a resident has not completed any of the above requirements.

PLEASE ALSO BE AWARE WE ARE UNABLE TO ACCEPT ANY CASH PAYMENTS

What to bring

What to bring to help you settle into your new home:

Bedroom	Kitchen	Bathroom
Duvet and duvet cover*	Pots and pans	Towels
Sheets*	Cutlery	Toilet roll
Pillow and pillow cases	Plates and bowls	Soap and toiletries
Photos of family and friends	Cups and drinking glasses	
Small double bed (190cmx120cm)	Cleaning products	
* Please ask the accommodation team if you are unsure of sizes	Food to keep you going	
	Kettle & toaster	

When you need your own space to work or claim a moment of calm, your private apartment has it all.

Every room is bright, luxuriously fitted and finished to exacting standards. 24/7 broadband and Wi-Fi keeps you connected and our accommodation teams are always on hand. There's also superior security with CCTV and secure door entry for ultimate peace of mind.

Why not order from the Collegiate Collections, or book a Cleaning Service?

We know that being a student means that there's a lot going on and a lot to organise. This is doubly true if you're coming from overseas. So Collegiate now offers some solutions to make settling into your home a little easier.

You can choose one of our collections that cater for your exact requirement, from The Kitchen Collection which contains all the kitchen essentials through to The Luxury Collection which was curated for the ultimate in superior living.

You don't even have to worry about unpacking it all. We will have it all made up and ready for your arrival so you can enjoy the Collegiate way of living from the moment you walk through your door.

We can also provide comprehensive cleaning services, from an ad hoc clean to a regular weekly service and everything in between.

For more information on what's included in our lifestyle packs, please visit the **Collegiate website**.

If you need us

If you have any further queries please do not hesitate to contact us - you can send us an email at **ga@collegiate-ac.com** or visit us at **www.collegiate-ac.com**

Don't forget to 'like' our Facebook page as we will be posting lots of information on moving in and life at Collegiate Gateway Apartments on there too **www.facebook.com/collegiategatewayapartments**



Boutique Collection



Collegiate Gateway Apartments

29 Montgomery Street, Edinburgh, EH7 5BH

Telephone: 0131 510 0181

Email: ga@collegiate-ac.com

www.collegiate-ac.com

 facebook.com/collegiateGatewayapartments

 [@collegiate_uk](https://twitter.com/collegiate_uk)

 [@collegiateac](https://instagram.com/collegiateac)

 [@collegiateac](https://pinterest.com/collegiateac)

Out-of-hours emergency Contact: 03333 214 064



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