

PRIMA VIDAE COLLECTION



MOVING IN GUIDELINES



**PLUMMER
HOUSE**

PRIMA\VIDAE



WELCOME TO PLUMMER HOUSE FOR THE 2019-2020 ACADEMIC YEAR

Hi

We are really looking forward to welcoming you to Plummer House 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 Plummer House is scheduled for the 7th and 8th of September, and staff members from Collegiate will be available from 9am to issue keys and show you to your new home - 24 hours per day.

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 Sunday 9am – 9pm. 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 **plummerhse@collegiate-ac.com** and the accommodation team will be able to help.

The following travel times are approximate.

Newcastle International Airport - 14 minute drive / taxi or 28 minutes by bus

Heathrow Airport - 5 hour drive / taxi or 1 hour 10 minutes domestic flight

Gatwick Airport - 6 hour 10 minutes drive / taxi or 4 hours by train

CAR PARKING

There are few car parks in the area:

NCP Carliol Square

Newcastle Upon Tyne

NE1 6UF

NCP Newcastle

John Dobson Street

Newcastle upon Tyne

NE1 8HL

Alternatively, there are some on-street options on Market Street, Croft Street or Carliol Street

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

**NCP Newcastle, John
Dobson Street, NE1 8HL**

 **5 min**

**PLUMMER
HOUSE**
NE1 6NE

**NCP Carliol
Square, NE1 6UF**

 **2 min**



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 Wednesday 28th 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

Should you need to complete an international bank transfer, let the team know; **plummerhse@collegiate-ac.com**, and we will forward you the relevant details.

WHAT TO BRING

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

Bedroom	Kitchen	Bathroom
Desk lamp	Induction Pots & Pans	Towels
Duvet and duvet cover*	Tea towels	Toilet roll
Clothes hangers	Cutlery	Soap and toiletries
Sheets*	Plates and bowls	Basic first aid kit (just in case)
Push Pins (notice board)	Cups and drinking glasses	
Pillow and pillow cases	Tin/Bottle Opener	
Laundry basket	Cleaning products	
Photos of family and friends	Bin bags	
* Please ask the accommodation team if you are unsure of sizes	Small rubbish bin	
	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, a qualified security team every night and secure door entry for ultimate peace of mind.

IF YOU NEED US

If you have any further queries please do not hesitate to contact us - you can send us an email at **plummerhse@collegiate-ac.com** or visit us at **www.collegiate-ac.com** or call 01914 841 287.

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

You may also join the 2019/2020 Residents Facebook group, here you will be kept up to date with all the events and weekly notices about anything important. Search 'Plummer House 2019-2020'.



FIRST CLASS REDEFINED

Plummer House, Market Street, Newcastle NE1 6NB
01914 841 287 | plummerhse@collegiate-ac.com | www.collegiate-ac.com

 @PlummerHousePrimaVidae

 @collegiate_uk

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