PRIMA VIDAE COLLECTION

# MOVING IN GUIDELINES





## WELCOME TO TOWER FOR THE 2019-2020 ACADEMIC YEAR

#### Hi!

We are really looking forward to welcoming you to Tower 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 Tower is scheduled for the 7th and 8th of September 2019, and staff members from Collegiate will be available to issue keys and show you to your new home from 9am – 9pm.

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 tower@collegiate-ac.com and the accommodation team will be able to help.

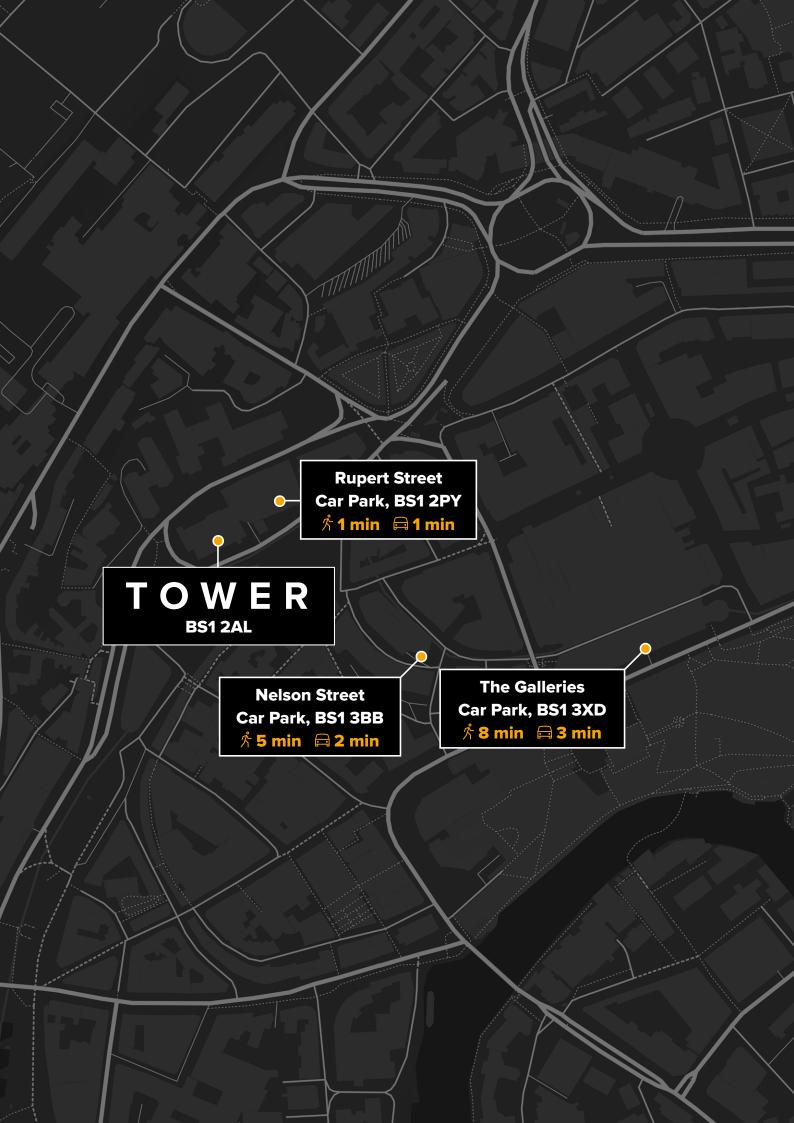
The following travel times are approximate.

Bristol Airport - 20 minute drive / taxi or 50 minutes by bus
Heathrow Airport - 1 hour 45 minute drive / taxi or 2 hours 30 minutes by bus
Gatwick Airport - 2 hour 45 minute drive / taxi or 3 hours by bus

#### **CAR PARKING**

There are no parking places at Tower. However, there is a NCP car park right next to our accommodation on Rupert Street.

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





### **MOVING IN REQUIREMENTS**

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

- Paid your first rental instalment, or full rent if applicable. These are both due on the 28th of 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; **tower@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
Duvet and duvet cover*	Induction pots and pans	Towels
Clothes hangers	Tea towels	Toilet roll
Sheets*	Cutlery	Soap and toiletries
Push Pins (notice board)	Plates and bowls	Basic first aid kit (just in case)
Pillow and pillow cases	Cups and drinking glasses	Washing tablets (in drum)
Laundry basket	Tin/Bottle Opener	
Photos of family and friends	Cleaning products	
* Please ask the accommodation team if you are unsure of sizes	Bin bags	
	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 from 10 pm every day and secure door entry for ultimate peace of mind.

#### WHY NOT ORDER A COLLEGIATE LIFESTYLE OR CLEANING PACK?

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 from either a Lifestyle Pack including luxury cotton sheets and bathroom essentials or a complete Lifestyle Pack, including luxury cotton sheets, bathroom essentials and all the essential kitchen items, ideal for those staying in one of our studio apartments.

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 tower@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 Tower on there too www.facebook.com/TowerPrimaVidae

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





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