

Key Collection – Carlton Hill

You can collect the keys for your accommodation on, or after, the date your tenancy starts – Saturday 16th September 2017.

Collect your key from the on-site office at Carlton Hill during the following times:

Saturday 16th September and Sunday 17th September 2017 11.00am – 4.00pm

If you prefer to collect your key during the week, please come to the Unipol office at 155/157 Woodhouse Lane, Leeds, LS2 3ED. The office will be open during the following times:

Monday 18th September to Friday 22nd September 2017 9.30am - 4.45pm

There is no parking outside the Unipol office, so you may find it useful to go directly to Carlton Hill to park, and then take the short walk across to Unipol to collect your key.

Please bring a form of identification with you when you come to collect your key, or print off the Key Collection slip from your accommodation page on the Leeds Beckett website.

Please ensure your rent payment option has been confirmed before you arrive. No keys will be issued if a rent payment schedule has not been set up.

Check out the Unipol website <http://www.unipol.org.uk/about/housing/leeds/unipol-allocation-agreements-with-institutions> for more information about what facilities are supplied in your accommodation and what you need to bring with you.

Using a SatNav?

Our experience has shown that the Carlton Hill property postcode does not relay well into most SatNav systems. If you use a SatNav, please try entering LS7 1JA which should direct you to Lofthouse Terrace, the road running by the side of the Carlton Hill site.

There will also be road-signs erected around Leeds to help guide you to Carlton Hill.

The sheer volume of traffic in Leeds is enormous on the weekend before term commences, as several thousand students will be arriving in Leeds from all over the country. It is not unusual to take two or three hours more than your expected journey time to reach the city.

Please allow yourself extra time to travel to Leeds.

It is likely to be busy when you arrive at Carlton Hill - we will do all we can to assist you, and your patience is appreciated.