

WE'LL COME



YOUR
Guide

**TO FLAT 4 TRILL MILL COURT,
OXFORD
OX1 1DG**

**2 BEDROOMS
1 BATHROOM**

CITY CENTRE

**HI-SPEED
INTERNET**



Welcome

Welcome to our apartment! Thank you for choosing us for your stay, it's a pleasure and privilege to be your host. We hope you love it here as much as we do and make lots of lasting memories! Please make yourself at home!



Meet The HOST



HELLO FROM HANNAH!

Here at Spencer & Jackson we offer apartments in the heart of the city, perfect for business professionals, academics and travellers alike. We provide a 5 star service and are passionate about delivering a great experience. Please reach out to me if you need anything at all and we hope you have a wonderful stay!

Hannah



+44 203 947 9748

ENQUIRIES@SPENCERANDJACKSON.COM

Arrival & **CHECK IN**

Check In

4:00PM

As you enter Trill Mill Court, walk past the bins on your right, then head up the stairs on your right.

The apartment is Number 4. It is a white door with the key safe and the ring doorbell on the left side of the door.



The Key Safe is located on the front door. The Key Safe is black and is located directly beneath the Ring doorbell. The code to the Key Safe will be sent to you, as soon as the apartment is ready for you to check-in.

Please ensure the Key Safe is locked and covered after you have collected your keys.



Check Out

11:00AM

On the day of your departure, please have a look at our check out checklist at the end of this guide and return the keys to the Key safe, thank you!



WIFI

NETWORK

Three - 4BFD



PASSWORD

^geRM_3=F4

House RULES

01

NO SMOKING

Please no smoking or vaping inside the house. The Minut device will alert us of any smoke detected and you will be fined and removed from the property.

02

NO GUESTS

No unregistered guests outside of your reservation please.

03

NO PARTIES

Absolutely no parties or large gatherings of unregistered guests. Drug use and excessive drinking are prohibited. Disturbances to the neighbours will not be tolerated.

04

CLEANLINESS

Please take care of our property as if it were your own. Please clean and tidy up after yourself.

05

NO NOISE

Please no excessive noise, music or rowdy behaviour. The Minut device will alert us of any excessive noise, which could result in a fine and your removal from the property.

06

DAMAGE

Please report any damage or malfunction to us right away so that we can repair or replace the damaged item.





Emergency **INFORMATION**

EMERGENCY CONTACTS



Emergency Services | 999
Hannah | +44. 203 947 9747
Spencer | +44. 203 947 9748

FIRE BLANKET



The Fire Blanket is located in the
top left hand cupboard above
the oven

FIRST AID KIT



The First Aid Kit is located in the
top left hand cupboard above
the oven

HOSPITAL



The nearest hospital is John
Radcliffe Hospital which is 3
miles away

**Headley Way, Headington,
Oxford, OX3 9DU**

Things TO KNOW

WI-FI



Complimentary Wi-Fi is available upon check-in.
Network Name: Three-4BFD
Password: **AgeRM_3=F4**

PARKING



The closest 2 car parks are located at the Wesgate Centre (OX1 1TS) and the Oxpens Car Park (OX1 1RQ)

CLIMATE CONTROL



The apartment has a gas heating system for warmth and to keep you cool there is a rotating fan located in the downstairs room

SHOWER



The apartment has an electric power shower and a full sized bath tub

ROAD ACCESS



Turn left off of St Aldates when you see the sign for South Bridge Row. The apartment building will then be on the right hand side.

SUPPLIES



Complimentary toiletries are provided on arrival, alongside tea and biscuits. Washing up liquid, Wash pods and soap is also provided.

About The **APARTMENT**



This apartment comes with a spacious lounge, a fully equipped kitchen, 2 bedrooms and a full bathroom.



**2 BEDROOMS
1 BATHROOM**

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Inside the **APARTMENT**

MASTER SUITE

Have a great night's sleep in the luxurious double bed, dressed with premium quality bedding

1 X DOUBLE BED



SECOND BEDROOM

Unwind after a day exploring in the city

1 X SMALL DOUBLE BED



LOUNGE

Relax on the Sofa and enjoy your favourite TV shows and movies on the 50 inch TV, which includes SKY and the best streaming apps

1 X SOFA / BED



KITCHEN

Cook up your favourite dishes in our fully equipped kitchen which includes a cooker, fridge and washing machine

1 X COOKER, WASHER & FRIDGE



BATHROOM

Enjoy the eco-friendly shower and complimentary toiletries upon arrival

1 X SHOWER





The **KITCHEN**

SOME THINGS TO KNOW

The kitchen comes fully equipped with a stove top, washing machine and fridge freezer; with plenty of countertop space for your culinary creations

- Cooker Instruction Manual provided
- Washing Machine Instruction Manual provided
- Coffee Machine manual provided.

APPLIANCES & COOKWARE

- Refrigerator / Freezer
- Electric Stove
- Oven
- Toaster
- Place Mats
- Coasters
- Microwave
- Coffee Machine
- Electric Kettle
- Sunflower Oil
- Salt & Pepper
- Dinnerware for 4 Guests
- Cutlery
- Pots, Pans & Bakeware
- Variety of Glassware
- Utensils



*Enjoy
Complimentary*

Tea, coffee & sugar
Basic condiments
Dish soap & dishcloths



Setting up the **SOFA BED**

The mattress protector and the flat sheet for the sofa bed are kept under the left side of the sofa in a grey storage box next to the pillows. The code for the padlock is: **194**. The duvet is under the right side of the sofa.



Please remove the items from the coffee table, before moving the coffee table to set up the sofa bed

Please lay the mattress protector down first, followed by the flat sheet.



To watch videos on how to set the Sofa Bed up, please click on the link below to access the Sofa Bed Videos in the online Welcome Pack Page.

**[https://spencerandjackson.com/
welcome-pack-trill-mill](https://spencerandjackson.com/welcome-pack-trill-mill)**





Appliances & **ELECTRONICS**

TELEVISION

To turn the TV ON/OFF press the power button on the remote. Please remember to log out of all of your accounts before you check-out

CENTRAL HEATING

Press the top left "Home Symbol" button on the wireless ESi device, to illuminate the screen. Open the case from the bottom of the device to reveal the full controls. Set the sliding switch to "MAN" Use the "+" & "-" buttons to select your desired temperature

WASHING MACHINE

Instructions can be sent on request

HAIR DRYER & IRON

These can be found on the shelf, in the wardrobe in the upstairs bedroom.

AND MORE...

- Smart TV
- Sky TV Box
- Hair Dryer
- Floor Fan
- Refrigerator
- Freezer
- Stove / Oven
- Toaster
- Microwave
- Iron

WASTE & Recycling



WASTE

The general waste bin is located under the kitchen sink on the right side. The outside wheelie bins are situated to the left when you get to the bottom of the stairs. The green bins are for general waste.



RECYCLING

The recycling bin is located under the kitchen sink on the left side. The outside wheelie bins are blue and collected every other Friday.



CHECK-OUT

Please empty both bins when you check out.

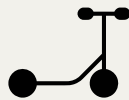


Getting AROUND



ON FOOT

The iconic Bonn Square is just a few minutes away. This is home to the fantastic Westgate shopping centre and numerous bars and restaurants



BY SCOOTER

There are electric scooter docks outside of the apartment as you head towards the city centre. These are a great way to get around the city



BY CAR

The closest 2 car parks are located at the Wesgate Centre (OX1 1TS) and the Oxpens Car Park (OX1 1RQ)



AIRPORT TRANSFER

There are airport transfer buses available from both Heathrow and Gatwick airports. The bus stop drop off and pick up point is just a few minutes away from the apartment.



NEAREST...

Your



GROCERY STORE

Tesco and Sainsbury's are located a few minutes walk away from the apartment

- 📍 Tesco, 75 St Aldate's, Oxford, OX1 1RA
- 📍 Sainsbury's, 21 Westgate, Oxford, OX1 1PA



PHARMACY

Boots is located a few minutes walk away from the apartment

- 📍 8-10 Cornmarket Street, Oxford, OX1 3HL



BARS & RESTAURANTS

The Roof Terrace is located a few minutes walk away from the apartment

- 📍 Westgate, Oxford, OX1 1TR



BEFORE

You Go

LINENS



Please leave beds unmade.
Please place used towels & dishcloths on the bathroom floor

DISHES



Please wash the dishes, cutlery and glassware before you leave.

FOOD



Please empty the fridge and cupboards of all open and perishable food products.

LIGHTS & ELECTRONICS



Please make sure all lights and the heating are turned off.
Please logout of all apps on the TV.

WINDOWS & DOORS



Please make sure all windows and doors are closed and locked.

KEYS



Please return the keys to the lockbox & message the host upon departure.



THANK *You*

Thank you for choosing to stay with us! It was a pleasure and privilege to host you. We hope you enjoyed your stay and come back again soon!

*Hannah
@ Spencer & Jackson*

It would be amazing if you could leave us
a 5 STAR review on Airbnb!



10/10 on Booking.com