

# Arrival information KANTORSGATAN

## Autumn 2018

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### Check-In

The earliest time you will be able to collect your keys is at **13:00** (1 pm) on the first day of your leasing agreement. Your room will be available from **15:00** on the same day. Make sure you are well informed of the dates in your leasing agreement. Below you find detailed arrival information depending on what date you arrive in Sweden. Remember to bring your passport or ID-card to the check-in location.

### Arrival August 1<sup>st</sup>

On August 1<sup>st</sup> a Welcome Center will be held at the Segerstedt building, address: Dag Hammarskjölds väg 7 (see map and transport options from the airport and train station on the next page).

On this day, you are welcome to collect your keys here between 10:00 - 17:00.

From the welcome center, shuttle busses will drive all new arrivals to their respective residential area, free of charge.

### Arrival August 23<sup>rd</sup>-25<sup>th</sup>

January 23<sup>rd</sup>-25<sup>th</sup> you can collect the keys for your accommodation at our Welcome Center held at the Segerstedt building, address: Dag Hammarskjölds väg 7 (see map on next page).

We recommend you to plan your arrival within the opening hours:

August 23<sup>rd</sup>-24<sup>th</sup> 11:00-21:00

August 25<sup>th</sup> 11:00-16:00

On these days the International Office of Uppsala University will greet you at Arlanda airport and take you directly to the Welcome Center by bus. This arrival service is free of charge and available:

August 23<sup>rd</sup>-24<sup>th</sup> 10:00-20:00

August 25<sup>th</sup> 10:00-15:00

From the welcome center, shuttle busses will drive all new arrivals to their respective residential area, free of charge.

Please note that there is no after hours service between the days of the welcome center. If you arrive after 21:00 on August 23<sup>rd</sup> or 24<sup>th</sup> we recommend you to book a hostel/hotel room for the night and collect your keys the day after.

### Arrival all other dates

If you arrive at any other date you must collect your keys at Lås- & Säkerhetscenter.

Office address: Kungsgatan 107

Opening hours: Mon-Fri 07:00-16:00

#### Late arrival

There is no late arrival opening service. If you come outside the Opening hours of Lås- och Säkerhetscenter you have to plan your stay at a hotel or hostel. Alternatively you can send someone else to collect your keys on your behalf during regular opening hours, see section "Power of Attorney".

### Power of Attorney

You must collect your keys in person. If this is impossible you can write a power of attorney for a trusted friend or colleague. He/she must bring a printed copy when collecting the keys on your behalf. The document must contain all the following information, if it is incomplete the keys will not be handed out (there is a template on our website that you can use):

- Address and room number, expected arrival date
- Your full name and birth date
- Full name, birth date, telephone number and e-mail address to the person collecting your keys instead of you.
- Your signature
- Copy of your ID-card or Passport



## Transportation from Arlanda airport

From Stockholm Arlanda airport you can travel to Uppsala by train, bus or taxi. There are several options and transportation companies to choose from and the trip planner on [www.sj.se](http://www.sj.se) will show trains and buses for all companies (SJ, UL, SL). Make sure you buy the right ticket!

**By train:** Travel time: 20 min; price: approx. SEK 195-225. Tickets can be pre-purchased on [www.sj.se](http://www.sj.se) or bought at ticket machines at the terminal.

**By bus:** Bus number 801 from terminals 2, 4 and 5. Travel time: 45 min; price: approx. SEK 100. Buy tickets on board (only card payments), or in the ticket machines at the bus stop. More information on [www.ul.se](http://www.ul.se)

**By taxi:** Travel time: 30 min; price: approx. SEK 500.

## Transportation from Uppsala Central Station

Trains and buses from Arlanda will arrive at Uppsala Central Station. From there you might want to take a bus or taxi to reach the Segerstedt building, Lås- and Säkerhetscenter and Kantorsgatan.

**Uppsala city buses:** Plan your trip yourself, and get updated information at [www.ul.se](http://www.ul.se). Tickets are sold at the central station and onboard by debit/credit cards (no cash payments).

Several buses can take you from the central station to bus stop "Vimpelgatan" -which is the closest bus stop to Lås- and Säkerhetscenter. Bus number 2 from bus stop "Vaksalatorg" (close to the train station) towards Gamla Uppsala will take you to bus stop "Kantorsgatan". Bus number 11 towards Gottsunda centrum will take you from Uppsala Central Station to bus stop "Segerstedthuset".