



## FINDING US

When you approach Kings Mill Hospital from the A38 do not take the turning up the main drive of the Hospital but take the immediate turn left after the traffic lights where you will pass Morrisons Superstore.

Proceed straight, and then take your immediate first turning right, before the island, into Millers Way, then your immediate left into Alder Court.

Follow the road through till you see a barrier, key in **2006** to raise.

Go straight through the car park to the two multi-storey blocks.

These are Willow and Larch House.

## COLLECTING YOUR KEYS

Your keys will be inside the **keybox** in an envelope with you name and address on outside of the Willow House Office. Use the code **2838#** to open it.

You will either be in Willow or Larch House, however if you have been allocated Alder Court, you will need to go back through the barrier which will raise automatically on your approach.

Please ensure you **sign your slip** when collecting your keys so we know if you have arrived or not.

If you have a satnav, the postcode for Alder Court is **NG17 4NZ**.

If you arrive after hours, your keys will be left in the box.

### Our office hours:



Monday to Thursday  
08:30 to 16:00

Friday  
08:30 to 15:00

Weekends  
Closed

**Please ensure you return your keys to the Office on your departure.**

We hope you enjoy your stay with us!

**Valerie Pearce**  
Accommodation Manager