WELCOME TO COPENHAGEN AND YARD25

UMEUS Valby is located in an upcoming trendy area in Valby. Grønttorvet is just behind the dorm and is a meeting point for the districts residents and guests, where you can enjoy a cup of coffee or a nice meal and you have the center of Valby within a short distance.
The dorm is completely new and located right next to the new train station *København Syd* connecting the new Metro line, the S-trains and the regional trains.

ARRIVAL

Before you arrive

Please make sure to read the House Rules and Residence Handbook. Please also read the "your arrival" section on our website. This will help you settle into Copenhagen and know what administrative matters to handle.

Picking up your keys

Your keys must be picked up at our office in Njalsgade:

The Housing Foundation Copenhagen Office
Address: Njalsgade 76, 4B-0-34
DK-2300 København S

It is only possible to pick up keys within the office opening hours. You can pick up your keys from the day your contract starts. The lease begins on the date stated in your contract. If that date falls on a Saturday, Sunday, or a holiday, the date on when the lease starts is transferred to the following workday. Please have that in mind when you plan your travel to Denmark.

Please have your Tenant ID ready and remember to bring valid picture ID.
You can find your tenant ID (five-digit number) under the "Tenant information" tab on your Housing account, in the invitation email you received to get access to our booking system or in the declaration of consent.
You can find all information on how and where to pick up the keys for your residence under "Your Arrival" section on our website.

HOUSING FOUNDATION COPENHAGEN

IMPORTANT INFORMATION

Registering your new address

As a tenant at The Housing Foundation Copenhagen you must register your address with the proper authorities. This must be done within the first five days of you moving in. Please note you cannot register your address before your contract start date.

Applying for a CPR number (social security number)

Your rental contract serves as proof of legal address when you apply for a CPR number. All residents in Denmark need to have a CPR number and engaging in public life without one is impossible. **You CANNOT apply for your CPR number before your contract has started.**

Residence assistant (RA)

We have a Residence Assistant living at the dorm who can help you with residence related matters like internet, mail, keys etc. Please find their contact information on the Umeus Valby Dorm page on our website

Move-in and cleaning

All our apartments/rooms are cleaned and inspected professionally before your rental period begins. You should expect to find your accommodation clean, tidy and ready for your stay.

You have 24 hours from when we hand out the key to report any kind of cleaning issues.
Please send us pictures of the situation by email marked “high importance” and we will endeavor to send a cleaner immediately.
Please be aware that there might have been a period where the accommodation has been left empty in between the last tenant and your stay. This means that there might be a small amount of dust. This will not result in a cleaning fee.

Inspection and move-in issue report

Upon your move in, we highly recommend you report any issues you may encounter with your new accommodation.

The issues should be reported within 14 days of the day your keys are handed out.
By clicking here you can find information about maintenance and what to look for when you move in.
Along with this, we also kindly ask you to report any issues you may find in the common areas, for example damages, to avoid fees when you move out.

HOUSING FOUNDATION COPENHAGEN

Maintenance and Cleaning obligations

In this link you can find cleaning tips and how you maintain your accommodation. See here.

We wish you a nice stay in Copenhagen.

Kind Regards/Venlig Hilsen

HOUSING FOUNDATION COPENHAGEN

Housing Foundation Copenhagen
Njalsgade 76, 4 B-0
DK-2300 København S
Phone: +45 35 33 20 78
www.housingfoundation.dk