

Cocobisk Limited,
Buckley Hall,
27-30 Buckingham Street Lower,
Dublin 1, D01 YA44
Office 01 6625149
Email info@buckleyhall.ie

Re: XXXXXXXXXXXXXXX

Dear Student,

Welcome to Buckley Hall. Our wifi details are **Buckley Hall**, password **xxxx**

You can review our [Welcome Pack here](#).

Please note that all correspondence with Buckley Hall is through our website **Contact Us** form.

Please use the [Buckley Hall Website](#) for the latest information relating to your accommodation, particularly the **FAQs** and the **Downloads** sections.

If you have an issue with your apartment or inventory the fastest resolution is through our website.

If there is anything missing from your inventory or anything damaged in your apartment, you need to register it on the website **Contact Us** form in the 1st week of your licence period otherwise it may impact your security deposit refund.

All information relating to your licence and the building, and its operation is detailed on the website for your convenience.

We hope you enjoy your stay with us at Buckley Hall and another year at university.

Kind Regards,

The Buckley Hall Management Team

Student (or their nominee) to sign for receipt of keys at check-in and leave with staff

I confirm receipt of

1. Access fob
2. Apartment Front Door Key
3. Bedroom Door Key

Signed by

XXXXXXXXXX Student Name XXXXXXXXXXXXX