



CROWN LAWN APARTMENTS

Exchange Court, Covent Garden,
WC2R 0PP



Crown Lawn London Serviced Apartments

Crown Lawn has over twenty years' experience in providing serviced accommodation for international visitors, relocation agents, serviced apartment agents and blue-chip companies. We treat our guests with care and respect and aim to provide a personal and highly professional service.

We specialise in providing London serviced apartments in Kensington, Westminster, Covent Garden and Docklands for leisure and business travellers. Crown Lawn provides all the comforts of your own home. When you stay in a Crown Lawn serviced apartment you will enjoy chic, spacious and modern accommodation at attractive rates of up to 30% less than hotel rooms in the most sought after areas of London.

Exchange Court

Apartment types: One Bedroom & Two Bedroom serviced apartments.

Our serviced apartments at Exchange Court are beautifully decorated with comfortable furnishings and modern appliances. Exchange Court is located in the heart of the West End at Covent Garden, just moments from the Piazza. Our contemporary serviced apartments have spacious living and dining areas.

- ✓ Piazza (Shops, Bars and Restaurants) - 2 mins walk
- ✓ Strand (theatres, Savoy Hotel) - 1 min walk
- ✓ Trafalgar Square (National Portrait Gallery, Fountains) - 4 mins walk
- ✓ Leicester Square (Cinemas, Clubs and Restaurants) – 6 mins walk
- ✓ Embankment (River services) – 6 mins walk

Guest Information

This guest information pack aims to answer most of the questions you may have concerning your stay with us. The information pack has been divided into sections that will provide you with information on your apartment, our services and local amenities.

On behalf of Crown Lawn Apartments, we wish you a very pleasant stay.

Check-in / Check-out Times

Our check-in time is from 2pm (14:00)

Our check-out time is before 10:00am

We can sometimes accommodate an early check-in or late check-out; however this will need to be arranged prior to arrival and may incur a fee of up to half the nightly rate.

Concierge

Please note clear that the concierge is not exclusively for the use of Crown Lawn guests. Whilst the concierge staff are very accommodating, they are employed by the building and not Crown Lawn so any help and assistance is at their own discretion.

Out of Hours Contact Information

If you have a query specific to the service we offer, you will need to call our office on 0845 519 6464. Our main office line is diverted to a member of our team outside of business hours. Please note this is for emergencies only.

Housekeeping

We do not have any housekeeping staff based on site. They are scheduled to come to the apartments on certain days of the week to service particular apartments. To find out which day of the week your apartment will be serviced please call our office during office hours.

If you require any of the following, please contact the office:

- ❖ Single Foldaway Beds - £45 per week (or part thereof)
- ❖ High Chair - £45 per week (or part thereof)
- ❖ Baby Cot - £45 per week (or part thereof)
- ❖ Air Conditioning Unit - £45 per week (or part thereof)
- ❖ Extra Servicing (Light Clean) - £30.00 per day
- ❖ Extra Servicing (Cleaning + Change of Linen) - £45 per day

Luggage Storage

Unfortunately we cannot store luggage at this site prior to arrival and after departure as we do not have secure facilities available.

Telephone Service (Direct Line, Call Charges Etc)

We use a service called 'Gotalk' for all outgoing 'phone calls. You will need to set up an account directly with them in order to make calls. Incoming calls work without the need of a 'Gotalk' account.

More information on how to set up this service can be found later in this information pack.

Internet Access

Internet access is free of charge. To log onto the internet, you will need to find the details of the name and password of your internet modem. These can be found on the bottom of the modem which is located next to the phone-line in your apartment. If you require any assistance, please phone our internet providers, Glide, using the landline phone located in your apartment and dialling 150 free of charge between Monday to Friday 8am-8pm. Unfortunately, our office staff are unable to provide technical support.

Insurance

Please note that it is your responsibility to insure any personal property left in any of our apartments and Crown Lawn accepts no liability of any loss or damage to personal items howsoever caused.

Pets

Pets are not allowed in any of the apartments.

Safety Deposit Boxes

The majority of our apartments are fitted with safety deposit boxes. Should this not be the case and you would like to have one, please notify us as soon as possible.

Smoking

All of our apartments are Non-Smoking.

Car Parking

Only limited street parking is available at this site (controlled by Westminster Council).

Car Rental

We have negotiated a special rate with City Car Club that hires cars by the hour (see information at back of guide). If you are looking for a more traditional car hire company, then Europcar are located at 43 York Road, London, SE1 7NJ

Taxis

We would recommend using 'Addison Lee' should you require a taxi service in London. Telephone Number: 0844 800 6677

Gym

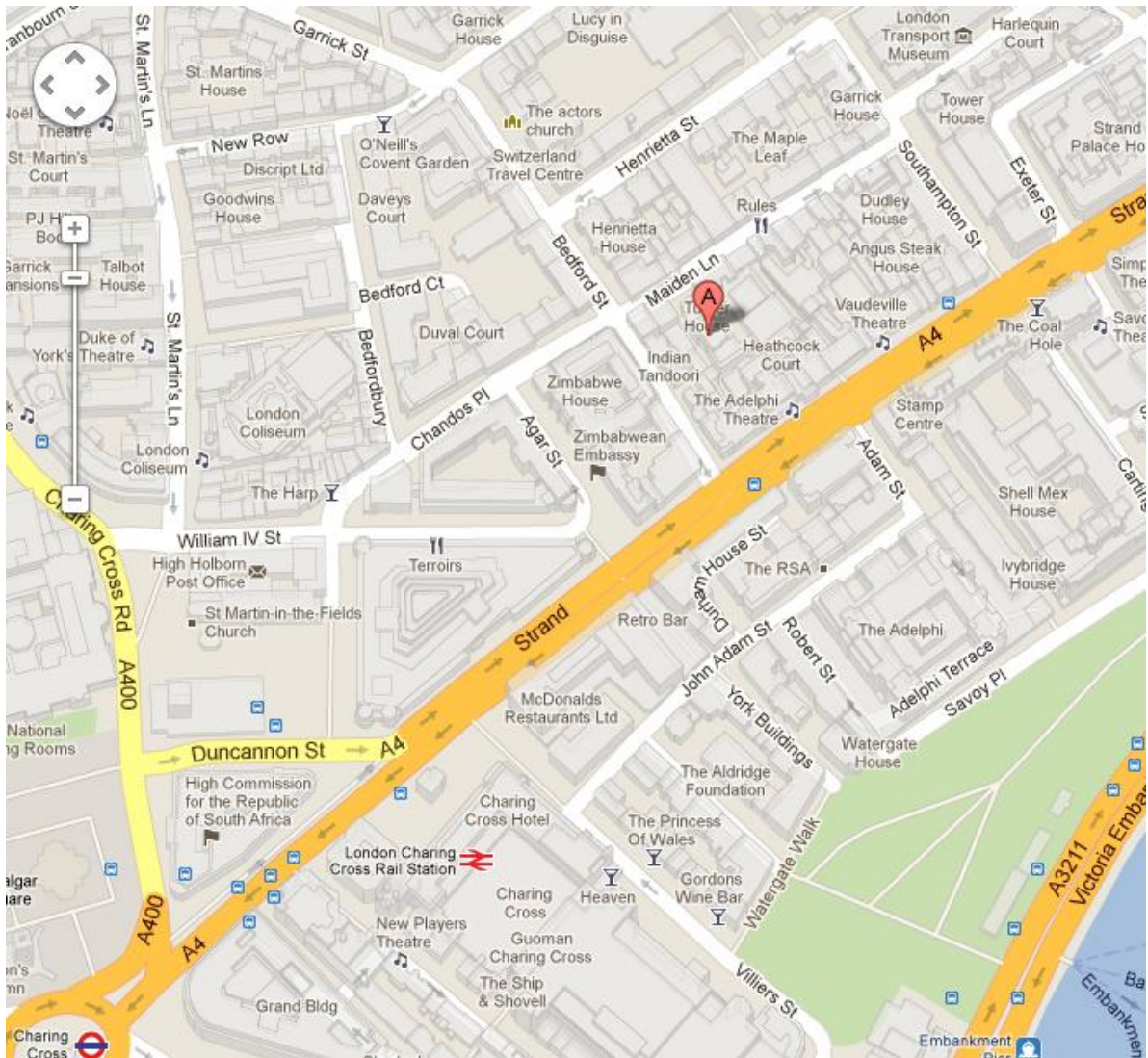
We have an arrangement with Fitness First on Bedford Street. Guest passes are available at £15 per day. Please call our office for more information or see their website www.fitnessfirst.co.uk/gyms/gyms-in-london/club-110/ - Passes can only be purchased via our office.

Museums, Shops & Attractions

- ✓ National Portrait Gallery, St Martin's Place, WC2H 0HE (4mins walk)
- ✓ Buckingham Palace (20mins walk or 5mins by taxi)
- ✓ Piccadilly Circus (11mins walk or 8mins by taxi)
- ✓ Houses of Parliament (17mins walk or 6mins by taxi)
- ✓ Adelphi Theatre, Strand (2mins walk)
- ✓ Fortnum & Mason, 181 Piccadilly, W1A 1ER (15mins walk or 7 mins by taxi)



Local Map





Joining Fee only £1!

Coupon Code: PWE301

Crown Lawn has partnered up with City Car Club to offer guests of Point West Apartments a discounted joining fee of £1 (instead of £50). Please see their contact details below.

City Car Club is one of the UK's leading car clubs and operates the largest network of pay as you go cars across London and 14 other major cities stretching from Southampton to Edinburgh. City Car Club offers members a cost effective and greener alternative to car ownership. Members can book a car for as little as half an hour or as long as they want, with hourly rates starting from just £5.20. Cars are conveniently located in networks across city centres and members simply walk to the car at the time of their booking, access it via their membership card and drive off. Bookings can be made around the clock at a moment's notice. Business members can save money and hassle compared to running pool cars, organising taxis, booking inflexible hire cars and paying employees mileage on expenses.

Tel: 0845 330 1234 Web: www.citycarclub.co.uk





CROWN LAWN APARTMENTS

Crown Lawn Customers

Crown Lawn Benefits with Fitness First

We are pleased to announce that Crown Lawn is now partnered with your local Fitness First. Some great membership options are available only for Crown Lawn guests.

Crown Lawn membership options:

Daily Pass £15.00 available through Crown Lawn Head Office

1 Month Membership for £74.95 - purchased direct with the club's membership department.

Your membership will include:

- Access to the all the facilities the club has to offer
- Fitness Classes
- Free towels

Feel free to contact us if you have any questions. We look forward to seeing you soon!

Fitness First

6 Bedford Street
Covent Garden
London
WC2 9HD

Tel: +44(0)844 571 2848

www.fitnessfirst.co.uk/gyms/gyms-in-london/club-110/




 **Body Balance**
Mind & Body



 **Yoga**
Mind & Body



 **Body Pump**
Strength



 **Spin**
Active

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