

Welcome to One Western Avenue

Here is some information to get you settled in your new home. Once you have connected to the Internet you can get additional information about living in One Western Avenue on the resident section of our website.

Contact us at us huh_sfp-owa@harvard.edu or 617 495-2154.

Apartment and Building Access

The Property Management Office will provide a temporary building access card for each tenant and authorized occupant who does not have an active HUID. Apartment key fobs and temporary building access cards will be placed in a lock box and we will send you pick-up information prior to your arrival. Please contact us when you have received your ID so we can program it for access.

Connecting to the Internet

Internet access in apartments and common areas are provided by XFINITY wireless service. The [xfinity flyer](#) has information about creating an account (including the network and network password) and registering your devices. Please call the Comcast Support Team at 866-848-0281 if you need help setting up your account and logging on.

Harvard University Parking Services

Visit the [Parking Services website](#) or call 617 496-7827.

Laundry Facilities

Laundry rooms are in the base of the Tower and in the Court section of the building, adjacent to the Common Room.

Safety Information

Please carefully read the important [Safety First](#) information, review the evacuation route on your door, and develop your own emergency action plan.

Recycling and Trash

Small Recyclables

- Please review the [recycling guide](#).
- Use the recycling setup in your trash room for your everyday recycling.
- To help maintain a clean and effective system, please:
 - Remove all food residue and liquids (to avoid odor issues) as well as Styrofoam and plastic wrappings/liners (not recyclable) from all containers and boxes.
 - Flatten items the best you can to maximize space.
 - Empty your recycling loose or in a paper bag. Do not use plastic bags to dispose of your recycling – they are not recyclable and contaminate the recycling.

Note: small cardboard boxes can be flattened and left next to the recycling bag.

Oversized Recyclables

- Please use the dedicated outdoor area for recycling large cardboard boxes and other oversized and heavy items such as laundry baskets and books. It is located next to the parking garage across from SFP Entry 2.

Recycling on the Go

- To make it easy to recycle on the go, we have installed several Big Belly recyclers on the property. Please enjoy the convenience of these bins but use your building's main recycling setup to discard your household items.

Trash Disposal

- Regular household trash that cannot be recycled should be disposed of as follows:
- Tower Residents: Use the trash room on your floor. It is the first door on the left as you walk past the elevators on your right. (#100A - #1500A, depending on your floor).
- Bridge Residents: Use the tower trash room on your floor or trash room #'s 610F, 710F, or 810F.
- Court Residents (floor 1): Use trash room #131C located next to the elevator in the Court south main lobby.
- Court Residents (floors 2-5): Use the trash rooms located across from the elevator lobbies at the end of each Court (#'s 260D, 360D, 460D, 560D or 230B, 330B, 430B, 530B).