

Dana Greenhouse Apartment

A warm welcome to the Arboretum, we are looking forward to your visit. Please reference these instructions upon arrival at the Dana Greenhouse Apartment.

Please be sure to return the apartment keys to the lock box at the end of your stay.

The Dana Greenhouse apartment is located on the second floor of the Dana Greenhouse at the Arnold Arboretum of Harvard University. The address is 1050 Centre Street, Jamaica Plain (Boston), MA.

The front gate is locked at 4:00 PM Monday through Friday and during the entire weekend.

To open the gate to the Greenhouse area:

- Locate the key pad on the left hand side of the entrance
- Press 8566
- The gate will open automatically
- Drive through
- Gate will close automatically behind you

TO EXIT

- Approach gate slowly in vehicle until gate begins to open
- Exit when gate is fully open
- Gate will close automatically when you leave

Pedestrian Gate

- Same entry instructions as above apply

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Directions for getting the Dana Greenhouse Apartment keys:

1. Use the entrance to the far right of the building.
2. To the right of the door, you will see two key lockboxes- one marked "Facilities" on top and another marked "Apartment" on the bottom. Please open the box marked "Apartment" - inside is the access key for the master bedroom.
3. There is a protective flap covering the keypad buttons. Please flip the flap and use the code provided below to unlock the box and get the keys. Please keep your finger on the metal slide button on the top while you remove the keys.
4. The code to the apartment lockbox is 5638.

Once you have retrieved the keys, please re-lock the box. If you have taken your finger off the metal slide button at the top, you will have to re-enter the code in order to close the box properly.

It is very important that the box is closed and locked properly.

Please be sure to return the keys to the lock box as you depart the building at the end of your stay.

How to access Wi-Fi while at the AA

Please go to guest access at and follow instructions: <https://getonline.harvard.edu>

Should you have any questions or needs outside of regular 9:00AM- 5:00PM business hours, please contact your host.

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Apartment use guidelines:

The apartment is connected to a working office space - guests can expect normal staff activity to take place adjacent to the apartment between the hours of 7:00AM to 3:00PM on Monday through Friday.

- Visitors are not permitted to have guests in the facility.
- Smoking or vaping is not permitted on Arboretum grounds or in the apartment.

Additional information:

- The apartment has been renovated and no longer includes access to a shared common living room and kitchen. The master bedroom contains a minifridge and microwave for your use.
- Linens and towels are provided. Extra sheets and towels are located in the bedroom closet.
- Smoking is not allowed on the grounds or in the buildings of the Arnold Arboretum
- Visitors must use the east vestibule, by the lockboxes, to enter the apartment.
- Maid service is not provided.