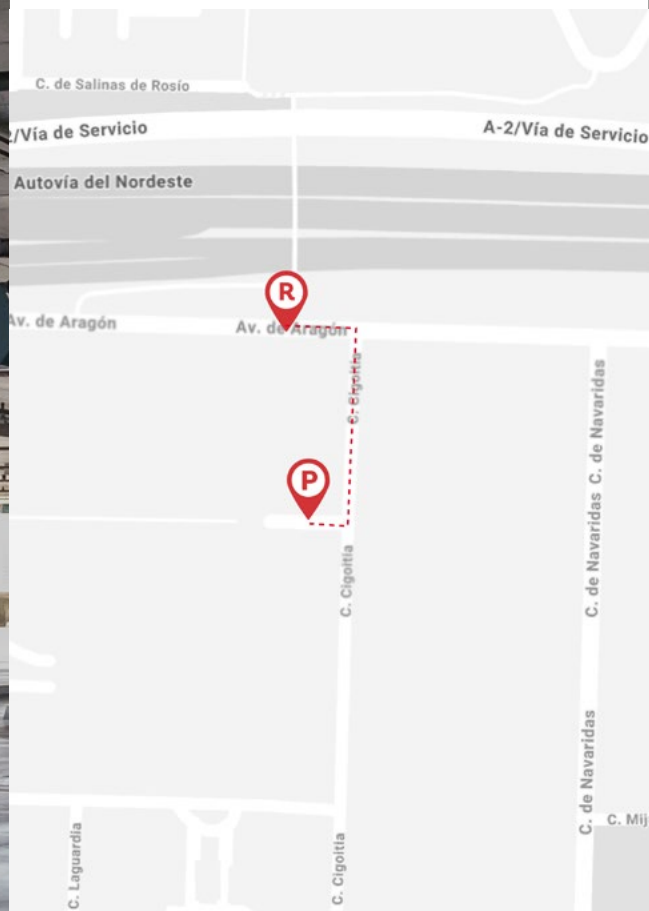




## CAR PARK

Distribution plan of spaces

You can consult your space number in the 'Rental information' section of your rental agreement.



RECORD GO OFFICE



PARKING RECORD GO



## DROP-OFF

Vehicle drop-off directions

### To return the vehicle to our office

- Pass the airport and head south on the M-14. Take exit E-90/A-2 towards Madrid.
- Keep right and continue along the service road following signs for Centro Comercial/ Colonia La Mercedes/ Colonia Fin de Semana.
- Turn right towards Avenida de Aragón and after 450 metres, turn left towards Calle de Campezo.
- Go 86 metres and turn left, then turn right and keep to the left where you will find our office.

### RECORD GO OFFICE

Av. de Aragón, 33, San Blas-Canillejas, 28022 Madrid

### COORDENATES

40°26'58.1"N 3°34'47.9"W



### REMEMBER

**Lost property:** Check the vehicle before giving your keys back and make sure that you haven't left any of your belongings inside. Record go will not be held responsible from any loss or damage to personal property left or forgotten in the vehicle during the rental period or thereafter. The contract holder is the only person responsible for such property.

**Vehicle cleaning:** The rental price includes standard cleaning of the rented vehicle. However, if the rented vehicle requires special cleaning, the contract holder will be charged the corresponding fee. Smoking is prohibited in all of our vehicles.

**Vehicle inspection:** Ask the Record go staff to check the condition of the hire vehicle. If the contract holder does not request a review of the hire car's condition, they will be giving their consent and authorisation to Record go to undertake the collection of the corresponding amount derived from the breach of any of the contractual obligations.

### Shuttle bus service

Our office is located next to the airport. To reach us, we offer a free shuttle bus service.

All you have to do is head to the meeting point, following the instructions you will find in the 'PICK-UP' section of this document.

If you cannot find our shuttle bus upon reaching the meeting point, please call us and we will come to pick you up as soon as possible.



### How to proceed in the event of an accident

Roadside assistance



1 Do not leave the rented vehicle without taking the necessary measures to protect it.



2 Notify Record go within a maximum of 24 hours of any damage that may have been caused to the rented vehicle (with or without third-party involvement).

**Roadside assistance: (+34) 964 631 546**



3 Hand in a duly completed accident report (regardless of the contracted coverage) and send a copy of the report to [aeropuerto.madrid@recordrentacar.com](mailto:aeropuerto.madrid@recordrentacar.com)



More information in Point 1.2 of the General Terms and Conditions.

### IMPORTANT: Authorised driving territory

It is not allowed to drive the vehicle outside of the Spanish peninsular territory (except for France, Portugal, Gibraltar and Andorra subject to prior contracting and authorisation by Record go), nor between islands or islands and the mainland.

In this respect, is not allowed to transport the rented vehicle on a ferry or any other type of maritime transport.

**Record go**  
MOBILITY



# MADRID



**JUST GO BOX  
BOOKING**

Follow the steps that appear on the screen to get your rental agreement

C-03-ed05-JGB-MAD-EN

### RECORD GO OFFICE

Av. de Aragón, 33, San Blas-Canillejas, 28022 Madrid

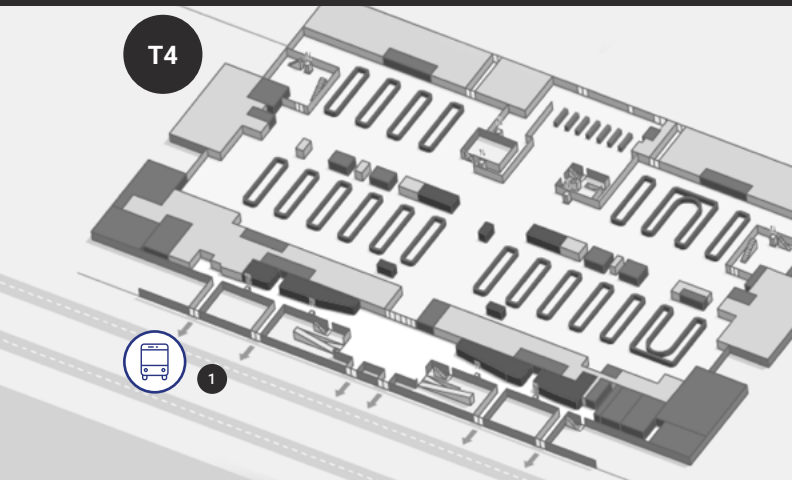
[www.recordgo.com](http://www.recordgo.com)

## PICK-UP

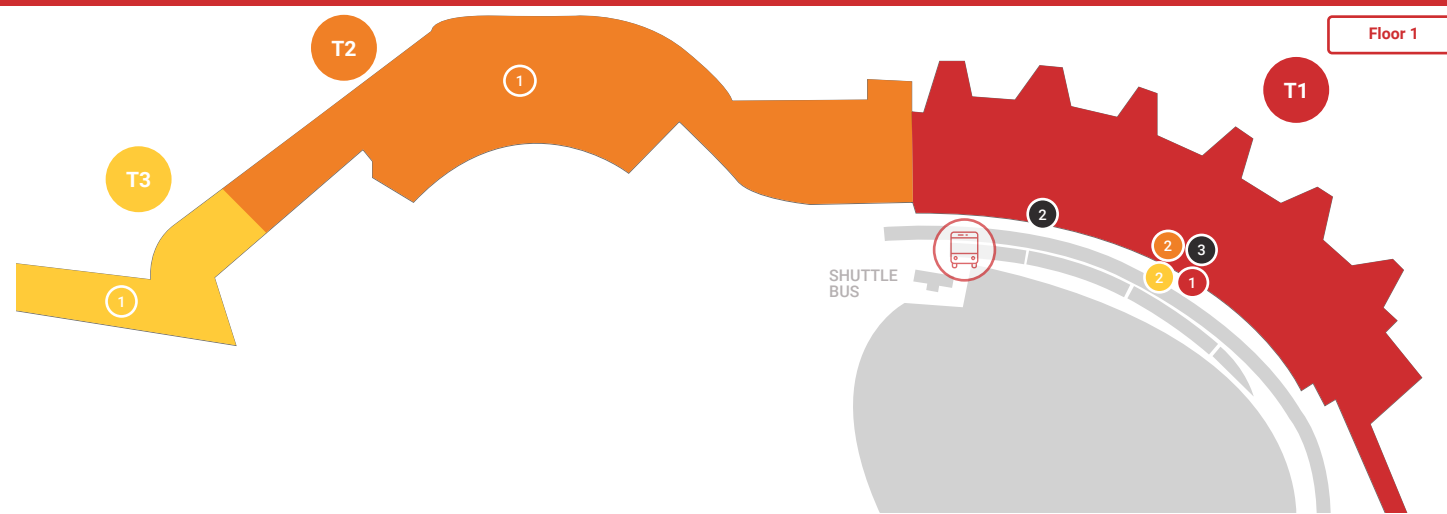
### Vehicle pick-up directions

MADRID AIRPORT TERMINAL 4

MADRID AIRPORT TERMINALS 1, 2 AND 3



Transit bus T1, T2 and T4



### Directions from the terminal to our shuttle bus



Our office is next to Madrid Airport.

When you arrive at Madrid-Barajas airport, please go to the meeting point located on the **floor 1 from Terminal 1 (T1)**, in front of the left luggage service building, in the car park area.

To get from T4 to **T1**, the airport offers a free 24-hour shuttle bus service. The name of this bus is **"Bus tránsito T1, T2 y T4"**.

To arrive at the shuttle bus stop, exit T4 through any of the exits in the arrivals halls and go right, following the pavement.

Almost at the end of the T4 building, you'll see the shuttle bus stop. It's a green bus, with a blue upper part. The journey to **T1** takes approximately 15 minutes.

To do so, follow the directions to terminal 1 (**T1**) without leaving the terminal. The journey to **T1** takes approximately 4 minutes.

Get off at the stop on floor 1 of terminal 1 (**T1**), enter the terminal and go down to floor 0 (arrivals).

When you get to floor 0 of terminal 1 (**T1**):

Exit the terminal through any of the exits in the arrivals halls and go right, following the pavement.

Almost at the end of the **T1** building, you'll see a car park area, which is just in front of the left luggage service building.

There you will see our shuttle bus, a free service that will take you in comfort from the terminal to our office.

### Instructions for obtaining your rental agreement

Once you arrive at our office, go to one of our **Just Go Boxes** (self-service kiosks) and follow the instructions that appear on the screen.



### Directions from the office to the car park

Once you've got the rental agreement and the keys to the vehicle, leave the office and you'll find the car park area. **You'll find your vehicle in the indicated space.**

Add extra peace of mind to your car hire

Record go App

Download it to your device and discover its new features.

- ✓ Check-up of the vehicle at pick-up
- ✓ Information and bookings
- ✓ Office locations
- ✓ Contact

\*Available in Spanish, English and German.

