

# Arnold Clark Car & Van Rental

## Airport shuttle bus pick-up and drop-off procedures



### Aberdeen Car & Van Rental

Canal Road, Aberdeen AB25 3TL

+44 (0)1224 622714

Approx 6 miles from Aberdeen Airport

#### Opening hours:

Monday – Friday: 08:00 – 17:00

Saturday: 08:00 – 16:30

Sunday: 09:00 – 16:00

Our last shuttle bus collection times from the airport:

Monday – Friday: 4:45pm

Saturday: 4:15pm

Sunday: 3:45pm



### During opening hours

#### Picking up a vehicle

On arrival at Aberdeen Airport, collect baggage and proceed to the courtesy telephone situated in front of the Granite City Restaurant. Call the number for Arnold Clark Car & Van Rental, and once your call is connected please provide the rental operator with your name. Our courtesy pick-up point is at the bus and coach area. We'll let you know the exact location during the call. Please ensure that you have called the branch before going to the pick-up point. Proceed to the front of the terminal building towards the bus and coach area.

If for any reason you need to contact the shuttle bus driver, please call **07385468472**.

**Transfer to the rental branch will take approximately 25 minutes.**

#### Dropping off a vehicle

During office hours, rental vehicles must be returned to our branch on Canal Road, Mounthooly, Aberdeen. Upon return to the branch your vehicle will be checked in prior to your transfer to Aberdeen Airport in our shuttle bus.

**Please allow at least 45 minutes for your vehicle check in and airport transfer.**

Our shuttle bus service runs at the following times, leaving from our branch going back to the airport terminal:

**Monday – Friday: 8:15am, 10am, 12pm, 2pm and 4pm**

**Saturday: 8:15am, 10am, 12pm, 2pm and 3:30pm**

**Sunday: 9am, 11am, 1pm and 3pm**

### Outwith opening hours\*

#### Picking up a vehicle

With prior notice we can provide an airport out-of-hours vehicle delivery service. Please contact us on 01224 622714 to arrange this.\*

#### Dropping off a vehicle

With prior notice we can provide an airport out-of-hours vehicle drop-off service. Please contact us on 01224 622714 to arrange this.\*

- Please park your rental vehicle in the short stay car park at Aberdeen Airport.
- Please ensure you have removed all of your belongings from the rental vehicle before locking it securely.
- Proceed to our courtesy phone situated to the right of the main information desk inside the terminal building (in front of Granite City Bar).
- Call the number for Arnold Clark Car & Van Rental. Once connected leave a message on our answering machine clearly stating which area of the car park the vehicle has been left, the vehicle registration number and the time returned.
- Drop the vehicle keys in the box marked Arnold Clark Car & Van Rental next to the phone.



#### Please remember:

Remember to bring your driving licence, credit card, passport (if applicable) or proof of address with you when renting a vehicle. All UK drivers must also bring their access code from the DVLA.

Our opening hours may change during bank holidays and festive periods.

\*Please note: this service is chargeable. 040839 - Aberdeen

**Arnold Clark**  
CAR & VAN RENTAL