

HR Location Updating

- For any changes to the location details this needs to be done by the HR team.
- Please complete the attached Template



New HR
Locations.xlsx

- This can then be sent to the HR Solutions hxsolutions@hertz.com.
- Once the new location has been set up this will be available to use in oracle.
- Once this has been done can you please review your default location. If this has not been updated, you will need to update this. Change the default location to the new address and save and close. This will only need to be updated once.

Shipping and Delivery

* Requester

Deliver-to Location Type ▼

* Deliver-to Location

Deliver-to Address Hertz Europe Service Centre, Swords Business Park, Dublin, K67 X903, IRELAND, Dublin

Destination Type ▼

Shipping and Delivery

* Requester

Deliver-to Location Type ▼

* Deliver-to Location

Deliver-to Address HERTZ (UK) LTD, Hertz House, 11 Vine Street, UXBRIDGE, UB8 1QE, UNITED KINGDOM