

Inter-University Council Purchasing Group and State of Ohio Vehicle Rental Agreement Benefits and General Information

The Inter-University Council Purchasing Group and the State of Ohio have negotiated a Vehicle Rental Agreement with **Enterprise Rent-A-Car** and **National Car Rental**. After comparing all the contractual opportunities for the university (including the Big 10 and E&I), the Vehicle Rental Agreement led with the most attributes from rates to insurance for business travel. The Ohio State University will participate in this agreement for university business, effective August 1, 2010.

Important Reminder: University business travelers should refer to the [Travel](#), [Expenditures](#) and other related university policies prior to procuring vehicle rental expenses.

Agreement Benefits (for university business only):

- Unlimited daily/weekly mileage. Some exceptions may apply, including monthly and one-way rentals.
- Loss/Collision Damage Waiver (also known as DW, CDW and LDW) coverage included at no additional charge
- Liability coverage included at no additional charge
- Free pick-up service (Enterprise only)

General Information:

Q: Who is eligible to rent under the Vehicle Rental Agreement?

A: Any university personnel (and guests), 18 years or older, who is renting for official university business.

Q: Is there a minimum age requirement?

A: Enterprise/National will not assess an additional charge when renter is between the ages of eighteen (18) and twenty-four (24), provided that the rate selected at the time of business rental is a rate or discount specified in the Agreement.

Q: How do I make a business rental reservation with Enterprise or National?

A: Business travel reservations can be made using the Web Reservation link or call one of the toll-free reservations numbers listed below. **Note:** if you call one of the 800 numbers below to make a reservation, you **must** provide OSU's customer code (**XZ38Y09**), which triggers all rates and provisions associated with the agreement.

- Web Reservation Link: [Business Rental Solutions](#)
- Enterprise Rent-A-Car Reservations: 1-800-261-7331
- National Car Rental Reservations: 1-877-222-9058

Q: How will I pay for the vehicle rental?

A: All renters reserving vehicles for university business must have a credit card in their name in order to rent vehicles. If the agency permits, a university issued PCard may be used. Central billing options are available upon approval of formal inquiry submitted to Enterprise Holdings, Inc. at the following email address: #StateofOhio@ehi.com.

Q: Will I need to show identification at the time of rental?

A: Yes, ID in the form of a university ID card may be required. ID checks are random but can be expected on all rentals occurring at Enterprise or National locations.

Q: Can I use this agreement for International rentals?

A: In most cases, flat rates are available internationally. Insurance requirements may vary dependent upon the country/region rules. Additional fees and insurances may be applicable to the country/region.

Q: Should I accept the optional Loss/Collision Damage Waiver?

A: No, the optional Loss /Collision Damage Waiver (also known as DW, CDW and LDW) is already included in the rate agreement (when using **XZ38Y09** for business rentals) and should be declined. Accepting the Loss/Collision Damage Waiver Option would simply duplicate the negotiated agreement benefits. The Loss/Collision Damage Waiver is included on **business rentals only**.

Q: Are discounts available for personal rentals?

A. Yes, discount rates are shown below for personal rentals using the Customer Code #XZ38140.

- Insurance coverage (e.g. damage waiver or liability) is **NOT** included in the rate.
- The young renter fee for drivers that are between 18 – 25 is **NOT** waived.

Class	US Daily Rates
Economy	\$29.73
Compact	\$29.73
Midsize	\$31.33
Standard Size	\$31.33
Full Size 4 door	\$34.34
Premium	\$55.00
Luxury	\$55.00
Mini-van	\$49.00
Mid Size SUV	\$50.00
Standard Size SUV	\$60.00
Full Size SUV	\$79.00
Standard Size Truck	\$45.00
Full Size Truck	\$49.00
Cargo Van	\$39.00
12-passenger Van	\$94.00

HOW TO MAKE A RESERVATION

Call one of the toll free reservation numbers listed below:

- Enterprise Rent-A-Car Reservations: 1-800-261-7331
- National Car Rental Reservations: 1-877-222-9058

NOTE: You must provide customer **#XZ38140** for personal rental. You may be asked to provide customer PIN#: **STA**