

## HERTZ RENTAL CONTRACT

The University has entered into a contract with Hertz for rental of vehicles. To view a copy of the contract, see Purchasing's "TTU Contracts" webpage under "Hertz" or "Vehicle Rental Services."

**To make a reservation, contact Robynn Holman or Lisa Pitman at (931) 528-9992.**

- ❖ Rental rates are valid nationwide; however to receive the contracted rates all reservations are to be made through the Cookeville Hertz location. TTU employees will be required to present their TTU employee ID at time of rental as proof of employment.
- ❖ Although the Contract allows for same-day vehicle reservation and pickup, the University shall provide a minimum 48-hour notice of rental needs whenever possible. University shall attempt to provide a week's notice whenever possible for the following vehicle types: mini-van, large SUV, 12- or 15-passenger van.
- ❖ The daily and/or weekly rental rate includes unlimited mileage and all costs associated with providing vehicle rental services to the University including, but not limited to, service charges, fuel surcharges, fees, etc. Unless otherwise instructed at time of reservation, rental charges will be billed directly to the University.
- ❖ The rental rates are extended to TTU employees for personal rentals, *if vehicle is rented from and returned back to the Cookeville, TN, Hertz location*. For personal rentals, employee must provide payment at time of rental and must provide TTU employee ID at time of rental in order to receive the discounted rates.
- ❖ At the time of rental, the University employee may sign a form to acknowledge receipt of the vehicle and to decline insurance provided by the Contractor. (Note: Rental insurance provided by Hertz is not a reimbursable travel expense.) Employees shall have no authority to bind the University to terms not contained in the University's agreement and will not be asked to sign any form which does so.
- ❖ RENTAL RATES ARE AS FOLLOW:

VEHICLE TYPE	DAILY RATE	WEEKLY RATE
Economy/Compact	\$26.59	\$134.09
Intermediate	\$31.34	\$143.99
Standard	\$34.19	\$156.59
Full-Size	\$37.99	\$175.49
Premium	\$41.39	\$218.69
Luxury	\$68.39	\$359.99
Mini-Van	\$59.39	\$341.99
Intermediate / Mid-Size SUV	\$51.74	\$269.54
Standard SUV	\$61.19	\$386.54
Large SUV	\$71.99	\$431.99
12- or 15-Passenger Van	\$143.99	\$719.91