



## USNH Vehicle Rental Program

Enterprise Rent a Car is the University System of New Hampshire's preferred rental car provider under contract to provide faculty, staff, students, and alumni with efficient and effective transportation options. With locations adjacent to all main campuses as well as across the country Enterprise harnesses large fleet power to meet the needs of the University System for all drivers 18 and older.

### **Reservations**

All reservations should be made online at

[https://legacy.enterprise.com/car\\_rental/deeplinkmap.do?bid=028&refId=USNH](https://legacy.enterprise.com/car_rental/deeplinkmap.do?bid=028&refId=USNH)

Reservations can be booked at any Enterprise location or at National brand airport locations. National provides frequent flyers with an express check-in/check-out option for added value.

<b><u>Rates</u></b>	<b>College/University Travel</b>		<b>Leisure Travel</b>
	21+ Year Old Driver	18-20 Year Old Driver	21+ Year Old Driver
Economy Sedan	\$32	\$41	5% Discount Enterprise Rentals
Intermediate Sedan	\$33	\$43	
Full Size Sedan	\$35	\$46	
Minivan	\$61	\$66	
12-passenger van	\$95	\$120	
Cargo van	\$50	\$65	10% Discount National Rentals
Standard SUV	\$61	\$65	
Full Size SUV	\$86	\$92	
Full Size Pickup Truck	\$50	\$70	

Rates Listed Are Daily. Weekly Rentals Billed at 5.5x Daily Rate, Monthly at 22x Daily Rate.

### **Taxes & Fees**

Taxes will appear on all reservations but will be removed at the time of payment for all college/university travel. NH based rentals will incur an additional \$2.25 per day vehicle license recovery fee. Airport locations and out of state rentals are subject to additional location based fees.



## USNH Vehicle Rental Program Details

### **Insurance**

Renters are advised to DECLINE all insurance options provided by Enterprise. The primary method of insuring rental cars at USNH is through the Purchase Card (PCard) program and secondary coverage is provided through the USNH Vehicle Insurance Policy. No coverage is provided for leisure travel.

### **Mileage Restrictions**

21+ Year Old Drivers: Unlimited mileage on sedans with 2,500/month maximum. All other vehicle classes restricted to 200 miles/day, 1,100/week, 2,500/month. Overage fee of \$0.20/mile applies.

18-20 Year Old Drivers: All vehicle classes are restricted to 300 miles/day, 1,500/week, 3,000/month. Overage fee of \$0.25/mile applies.

### **Fuel Purchases**

The University System of NH is exempt from paying Federal fuel taxes of \$0.18/gallon and State of NH fuel taxes of \$0.24/gallon. All travelers are advised to use a Wex fuel card to purchase fuel for their rental vehicle to avoid these taxes. Purchasing fuel on PCard does not allow you to capture a tax savings.

### **Greenhouse Gas Emissions Off-Set**

Enterprise offers a Greenhouse Gas Emissions Off-Set of \$1.25/rental which is not a USNH allowable charge. Travelers are advised not to select this option when making a reservation.

### **Tolls**

Enterprise has EZ-Pass automatic toll transponders available for out-of-state travel at all airport locations and offices in Durham, Keene, Plymouth, Hooksett, and Concord. Rental cost for the device is \$3.95/day with a maximum of \$19.75/rental which is paid to Enterprise. All toll charges incurred on these EZ-Passes will be billed to the same credit card as the rental through the Highway Toll Administration within 10-15 days. Invoices are available at [www.htallc.com](http://www.htallc.com) or by calling (877) 765-5201. In-state travelers are advised to pay cash for all tolls and follow the USNH travel policy for reimbursement.

### **Payments**

The preferred method of payment for all college/university rentals is USNH PCard. Two options exist to utilize this preferred method of payment for USNH travelers:

**- Direct Payment:** Individuals with a PCard may utilize their card to pay for the rental at the counter when picking up the car. PCards may not be used for direct payment at the counter if the cardholder is not the same as the renter as no third party cards are accepted.

**- Billing Account:** Departments booking travel for multiple individuals or for those without PCards should setup a billing account with Enterprise 72 hours in advance of their reservation. This billing account is tied to the designated administrators PCard which will be used to pay for all associated rentals. All charges will hit the PCard by individual reservation and an invoice will be emailed to the cardholder at the conclusion of each rental.



## USNH Vehicle Rental Program Contacts

### **Enterprise Contacts**

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### **Campus Contacts**

General questions and assistance available by email [usnh.procurement@usnh.edu](mailto:usnh.procurement@usnh.edu)

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