



# In-State Contract Vehicle Rental Rates (State Motor Pool Rental Contract for Business Travel)

**FY 2019 - 2020**

July 1, 2019 - June 30, 2020

**Enterprise** must be used for all **in-state** vehicle rentals.

Corporate Account #'s	<b>Available upon request - Contact your Departmental Business Office</b>
Website	<a href="http://www.enterprise.com">www.enterprise.com</a>
Reservations Phone #	1-800-RENT-A-CAR / 1-800-736-8227

**Base Rental Charges**

Vehicle Class	Daily	Weekly	Monthly
Compact	29.50	162.25	590.00
Mid-size/Intermediate	31.50	173.25	630.00
Standard	31.50	173.25	630.00
Full	34.50	189.75	690.00
Premium	-	-	-
Mini-van	55.00	302.50	1100.00
Medium SUV	51.00	280.50	1020.00
Large SUV	90.00	495.00	1800.00
Large Truck	47.00	258.50	940.00
Cargo Van/Truck	47.00	258.50	940.00
Van - 15 Passenger	99.00	544.50	1980.00
Hybrid Standard	43.30	239.25	870.00

**Rental Location Surcharges**

Airport	Daily	
	Consolidated Facility Charge	Airport Access Fee
New Orleans	\$7.95	11.11%
Baton Rouge	\$6.15	11.11%
Lafayette	\$5.00	11.11%
Lake Charles	\$5.00	11.11%
Shreveport	N/A	12.00%

**General Vehicle Rental Notes:**

- A valid driver's license and a major credit card (LaCarte preferred) are required.
- Surcharges may apply for certain cities and airports.
- Rates require that the vehicle be returned with a full tank of gas.
- Itemized receipts are required to be reimbursed.
- Non-employee students, University guests, and contractors are encouraged to utilize the in-state contract which includes CDW (Collision Damage Waiver) insurance and one million dollar (1 million) liability insurance. However, if the in-state contract is not used non-employee students, University guests, and contractors are encouraged to purchase insurance when renting a vehicle. Please refer to PM-13, Section V, subsection C.3.I. for a list of the reimbursable insurances.
- Unauthorized individuals should not be transported in University-owned or rental vehicles. Refer to PM-13 for exceptions to this policy.
- Employees are discouraged from making vehicle rental reservations at airport locations.
- See "**Out-of-State Contract Vehicle Rental Rates**" for out-of-state vehicle rentals.

**Base Rental Charges Notes:**

- Rates include CDW/Damage Waiver & 1M Liability Coverage Insurance.
- Weekly rates are calculated at 5.5 times the Daily rate.
- Monthly rates will be calculated at 20 times the Daily rate.
- ½ day rates of 4 hours or less are available at 75% of the Daily rate.
- No hourly or ½ day charges shall ever exceed the Daily rate.
- Base Rental Charges apply to Enterprise locations in Louisiana.

**Enterprise Notes:**

- Pick-up, free of charge, from a business or home with advance notice.
- Free upgrade if allowed/needed size vehicle is unavailable.
- No charges for additional drivers.
- 24/7 Roadside Services.
- Rates include unlimited mileage for all rentals based out of Louisiana.
- In the event a traveler needs the vehicle before Enterprise's normal hours of operation, Enterprise will start the rental charges at 7:30 am the morning in which the rental is needed with pickup before the close of business the night prior.
- Overtime grace period of 59 minutes.
- Rate ¼ Daily rate – up to Daily rate for each hour over rental time in contract.
- One way differential fee \$79.00 for classes up to full size, and base rate plus .40 cent per mile.
- Allowance of age 18 or older to drive rental vehicles, with valid driver's license, and age 25 or older to drive a 12 and 15 passenger van when meeting Enterprise's other normal renter qualifications. 18-20 year old renters will be limited to Intermediate size vehicles and below and be assessed a \$5/day surcharge.