

Rental Car Vendor	Account Number	Reservation Phone Number/website	Contact Name	Coverage
Enterprise Rent-A-Car	NSHE XZ54080 PIN # NSH	1-800-499-8370	Rose Marie Cramer (702) 597-4554	Statewide and Nationwide
Enterprise Rent-A-Car	State of Nevada XZ54WNV PIN # STA Nat'l One Way XZ54097	1-800-499-8370	Rose Marie Cramer (702) 597-4554	Statewide and Nationwide
National Car Rental	NSHE XZ54080	www.nationalcar.com/offerXZ54080	Rose Marie Cramer (702) 597-4554	Statewide and Nationwide

NSHE and the State of Nevada have the same contract with rental car companies. Please use NSHE account numbers whenever possible. Contact Fred Harvey and BCN Purchasing at (775) 784-6618 or fharvey@unr.edu.

Rental Car Exclusions for All Contracts:

- Driving under the influence of alcohol or drugs.
- Driving off road.
- Vehicles rented for personal use (should always be rented as business use).
- Vehicles driven by non-employees (students cannot drive unless they are paid employees acting as such at the time they are driving).
- Anyone under the age of twenty one.
- Upgrading to a vehicle not shown on the contracted rate class chart (trucks, large SUV's: Excursion, Suburban, etc). Verify with the rental car agent if in doubt.

Accidents Involving Rental Cars:

- The renting department is responsible for all damages to a rental car, if it is rented from a rental agency other than those contracted with NSHE or the State of Nevada. Payment for damages to the rental car, in this situation, may be available under the employee's personal insurance or by a **Loss Damage Waiver** if one was purchased from the rental agency.
- The NSHE or State of Nevada rental agreement account number and PIN number must be referenced to assure that the contracted price and appropriate insurance coverage is provided.
- Accidents must be reported immediately to the rental agency and BCN Risk Management (775) 784-6139. A copy of the rental car agreement, claim form, and police report will be requested by BCN Risk Management.