



Purchasing, Accounts Payable & Travel
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Date: May 2009
To: All University of Iowa Faculty and Staff
From: Becky Schaffner, Travel Office
RE: National Car Rental Preferred Vendor Program

The University of Iowa continues to participate in and benefit from the Big Ten's agreement with National Car Rental, the preferred car rental supplier for all University of Iowa business travel. As an added benefit, Enterprise Rent-a-Car, a sister company to National has now been included in the Agreement. Please see the enclosed information specific to the new Enterprise program. These agreements help the University meet its goal of keeping travel costs low and attempt to provide the best overall value for your business travel dollar.

In addition to discounted rates, both agreements also provide the added value of insurance coverage and unlimited mileage (some exceptions apply). ***The rates and benefits apply to both business and personal/leisure travel for University of Iowa employees.*** National will guarantee and confirm the lowest rates available whenever the University of Iowa's contract ID number, **5004461**, is included in your reservation. This number is automatically included in your reservation when the reservation is initiated from the UI customized "[Reserve](#)" link on the [National](#) site that is posted on the UI travel page.

To ensure the highest level of service on your rentals please find the enclosed information regarding complimentary Emerald Club membership. Emerald Club members receive express service at all North American locations. At most airport locations you can bypass the counter and go directly to the car of your choice in the Emerald Club Aisle. When you enroll using the UI personalized "[Enroll Now](#)" link on the [National](#) site that is posted on the UI travel page the membership fee is waived and the UI corporate discount number 5004461 is automatically included in your Emerald Club profile. As an Emerald Club member you can use National's Emerald Club "one click" reservation system, assuring that the discount number is included in your reservation and that you receive preferred rates and program benefits.

For more information about the University's car rental policy and more detailed information about this program please see the [Travel Car Rental Page](#). If you have any questions regarding this contract or any other travel related contract issues, please contact me at becky-schaffner@uiowa.edu or 335-0113 or call the main travel number, 335-0114.

******* An Electronic Version of this letter and Q& A, with all Web links embedded, is available on the University of Iowa Travel Preferred Vendors Car Rental Page <http://www.uiowa.edu/~fustd/travel/Trav%20Pref%20Vendors/national.htm> *******

