

Through an association with one of our consortiums, the university has an agreement with Enterprise that enables us to get the most competitive rates and service. The Purchasing Department wanted to share this information with the community so that everyone is aware of this great cost-savings benefit.

Below are some helpful guidelines for Bryant University vehicle rental. If you have any questions or concerns, please contact Paula Doyle at X6018 or Michelle Marcano at X6032.

Bryant University: Car Rental Best Practices

Know your account number and reserve within Bryant booking portal – Now more than ever it is so important to ensure that you are reserving your rental vehicles through the Bryant University booking portal. **All business-related rentals** should go through Enterprise locally, or National when traveling, and be linked to the Bryant University corporate account number, **XZ49103**. The program includes negotiated set rates, waived additional driver fees, and unlimited mileage in most vehicle car classes. You are welcome to utilize **49B848** for personal travel. Please use the link below to expediate your reservation process:

<https://elink.enterprise.com/en/22/08/bryant-university.html>

- **Enroll in Emerald Club** – Please ensure you are properly enrolled in the National Emerald Club loyalty program and that your loyalty number is linked to the Bryant corporate account number. Link to enrollment is below:
<https://www.nationalcar.com/enroll/XZ49103>
- **Benefits of Emerald Club** – Renting is as simple as 1,2,3!
 - Reserve and Pay for a **Midsized Car**
 - Bypass the Counter
 - Choose any car of your choice and go
- **Book your vehicles as early as possible** - We encourage you to book your rental vehicles **2-3 weeks in advance** to ensure better availability. A best practice would be to reserve your car rentals at the time of booking both air and hotel accommodations.
- **Rent a car vs. reimbursing your personal vehicle when applicable** – Bryant strongly encourages you to rent a vehicle if your trip is going to exceed 120 miles in one day.
 - No wear and tear on personal vehicles
 - Current model year, reliable vehicles
 - Fully insured vehicles, no out-of-pocket deductibles, liability coverage included
 - No costs associated with maintenance, breakdowns, accidents, etc...
 - 24-hour roadside assistance
 - Variety of makes & models to accommodate all transportation needs
- **Process cancellations** – There is no cancellation fee, so we encourage you to book a rental even if you are not sure you will need it. If you determine a rental car is not needed, please make sure to cancel the reservation already made.
- **Dedicated Account Manager** – Alexandra Jamiel, Alexandra.f.Jamiel@ehi.com
Please reach out directly if your department would benefit from a re-implementation call on Bryant ground transportation program.