



Cabrini University Vehicle Rental Program Application Form

This form is to be used when you want to rent a car for University business travel-only purposes. Enterprise Holdings (subsidiaries National Car Rental and Enterprise) known as (Provider) is University's exclusive vendor for ALL vehicle rentals. All prospective drivers must be enrolled in Provider's Emerald Club Program for vehicle rental privileges.

Complete each field listed and submit form to your Dean or Director and Vice President for review and approval. Scan the form and submit to the Procurement Manager Liz Kanaras at egk38@cabrini.edu. Once your request has been approved, you will receive an email invitation with further instructions.

Name _____

Department _____

Cabrini Email Address: _____

Describe the type of business travel you will be doing on a regular basis: _____

Type of Travel: Local Domestic International

Type of Vehicle to be rented on a regular basis: Car Minivan Van Truck Other

Do you currently have a PCard? Yes No

Are you currently an Emerald Club member? Yes No Membership # _____

Applicant Name _____

Application Signature _____

Date _____

Dean/Director Name _____

Dean/Director Signature _____

Date _____

Vice President Name _____

Vice President Signature _____

Date _____