



Thank you for choosing National Car Rental, Enterprise Rent-A-Car and Enterprise Rent-A-Truck. Below you will find a brief description of how to use your program along with some helpful tips.

State of Minnesota

Account Number #: XZ19113

National Car Rental

- To set up a rental reservation **by phone** simply call 1-800-CAR-RENT and give the booking your company Corporate Discount number (**CD # XZ19113**) and Emerald Club number if applicable.
- To set up a rental reservation by **Travel management company** simply instruct your booking agent to include your Corporate Discount number (**CD # XZ19113**).

To set up a rental reservation **online**:

Without an Emerald Club Number:

1. Go to www.nationalcar.com
2. Screen: Enter location, dates, and account number (**XZ19113**).
 - a. Select "Go" – this will prompt you to join Emerald Club. Select "Continue as a guest"
3. Screen: Choose Vehicle - select the vehicle type
4. Screen: Optional items: review optional products (then click "continue") or click "no thanks, Skip to Review"
5. Screen: Review & Reserve:
 - a. Rates, Taxes and Fees – details the estimated cost of the rental
 - b. Driver Information – enter in your renter's name and email address
 - c. To complete the reservation, select "Reserve"

If you are using an Emerald Club number then follow the same steps above after logging into your profile.

Enterprise Rent-A -Car

1. To set up a rental reservation by **phone** simply call 1-800-RENT-A-CAR and give the booking agent the Corporate Discount number (**CD# XZ19113**).
2. To set up a rental reservation by **Travel Management Company** simply instruct your booking agent to include your Corporate Discount number (**CD# XZ19113**).
3. To set up a rental reservation **online**, go to www.enterprise.com, enter the location, date and time and your **Account# XZ19113** for the rental and click "Continue" to search for available vehicles. Choose the car class that's preferred. The next screen will be the Extra's screen, click on "Continue to review" button. On the next screen, put in the renter's name, phone, and email address. Underneath that, it will ask you to confirm if this is a business rental, click "yes". It will then ask you if you are authorized and choosing to bill your company for this rental. Click "No." On the next screen, click on "Reserve Now" to complete the reservation.

Enterprise Truck Rental

1. To set up a rental reservation by **phone**, simply call **1-888-736-8287** and give the booking agent your company Account Number (**XZ19113**). To set up a reservation through a **Travel Management Company**, simply instruct your booking agent to include your Account Number (**XZ19113**).
2. To set up a rental reservation **online**, go to www.enterprisetrucks.com enter the location, date, and time for the rental, along with your Account Number (**XZ19113**), then click "Continue."
3. Enter in the location, pick up date and time, return date and time and then select the business option on the rental purpose section. Then type in XZ19113 for the account number and hit continue. Next, you will see a customer verification box. IN this box please enter "sta".
4. The next screen will ask you to choose your location. Press "select" on your desired location.
5. The next screen will ask you to choose your vehicle. Press "add to cart" and the quantity of your desired vehicle. Next, select "continue to review".
6. On the final screen, put in the renter's name, phone, and email address. Underneath that, it will ask you to confirm if this is a business rental. Click "Yes." Click "Reserve Now" to complete the reservation.