



State of Idaho & Hertz
Overview of Benefits
How to Reserve a Vehicle



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State of Idaho Hertz Benefits

October of 2019, Hertz and Idaho signed an amendment to participate in the new nationwide contract. The new program provides amazing competitive benefits to the travelers.

- Hertz Daily/Weekly/Monthly Rates for both In State and Out of State were enhanced
- Hertz One Way Program is extremely better than the competitor



How to Access Rates

To access the specialized rates and benefits of the Idaho contract, a discount number (CDP) is needed at time of booking. This is not a Direct Bill number.

- The State of Idaho currently has 14 active discount #'s.
- Hertz recommends to have an individual Discount Code per Agency.
 - Key metrics easier to identify for individual departments with CDP's during Quarterly/Annual Reporting.
- There is no limit on how many discount numbers can be established.

A discount code can be embedded into a Direct Bill account or Hertz Gold Plus Rewards account.

The Hertz Gold Plus account is **not** needed to complete a rental. This is just another benefit for travelers.

A discount code can be set up within 24 hours and ready to be used.

Email Nadika or Jeffrey to request one.

Direct Bill Options

Hertz has the ability to create unique direct bill accounts for the State.

Hertz offers two types of Direct Bill.

1. Guaranteed Charge Card; a P-Card or Credit Card is on file and Hertz charges that form of payment after each individual rental is returned.
2. Central Billing; Monthly Statement provided to the Point of Contact of all of the previous month rentals. Payment submitted back to Hertz in a timely manner. ACH payment.

Process to Get Direct Bill:

- Request through Nadika or Jeff an application for either option.
- After application has been approved, Hertz will create a unique billing number for rental purposes.
- Cheat Sheet on how to reserve a vehicle using your new direct bill # will be provided.
- Moving forward that Billing Number will be the only thing needed during the reservation process. The discount number will be embedded into that billing profile.

How To Make A Direct Bill Reservation

To Get Started:

You will need the Applicant billing number, travel details, vehicle type requested and traveler's name.

There are 2 options to book a direct bill rental. Telephone Reservation or Online Reservation.

Telephone Reservations:

- Toll-Free # **1-877-760-5042**
- Indicate to Hertz Representative that this will be a direct bill rental.
- Have all key details ready to go.
- Email confirmation will be sent out immediately.

The traveler listed on the reservation will need to have a valid license and some type of business card or ID at time of pickup.

How To Make A Direct Bill Reservation

Online Reservation:

- First thing before entering the rental details, go to the bottom of the home page select Applicant Program

HERTZ.COM Hertz Car Rental Rent a Moving Truck or Van Car Subscriptions Rental Car Special Offers Locations American Collection Ultimate Collection Hertz Gold Plus Rewards Best Rate Guarantee Sitemap	ABOUT HERTZ Investor Relations Careers Hertz Executive Officers Press Room Other Hertz Companies Hertz Corporate Responsibility Hertz Giving Hertz Awards PRODUCTS AND SERVICES Products and Services Hertz Fleet Leasing Hertz Car Rentals Car Rental Locations	CUSTOMER SUPPORT Contact Us Get a Receipt Lost and Found Frequent Traveler Credit Accident Report Vehicle Theft Report Qualifications & Requirements Vehicle Recall Procedure Non-Smoking Policy Weather & Travel Advisory TRAVELER RESOURCES Travel Blog US Travel Destinations Map of US Destinations International Locations Under 25? We Rent to You! Customers with Disabilities	BUSINESS TO BUSINESS Hertz for Business Meetings & Conventions Franchise Opportunities Government and Military Travelers Procurement Organization FEATURED PRODUCTS Hertz+ Hertz Ultimate Choice Hertz Fast Lane powered by CLEAR Car in the Shop? Hertz Gold Plus Rewards Airport Car Rentals Manager's Special Senior Discount Program	PARTNERS Air Partners Rail Partners Hotel Partners Travel Partners Service Partners TRAVEL ADVISORS Login GDS Tools Agent Gold Rewards Applicant Program	HERTZ BUSINESSES Hertz Car Sales - Used Cars for Sale Hertz Entertainment Services Donlen Fleet Management
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How To Make A Direct Bill Reservation

Input the Applicant Program # and select Login



The screenshot shows a web form with a light yellow background. At the top, the text 'Applicant Program Number:' is followed by a white rectangular input field. Below the input field is a yellow button with the word 'Login' written in black text.

The System will bring you back to the main page to “Start your reservation”.

Select Pickup Location, Pickup Date with time, Dropoff Date with time and **SUBMIT**.

➤ The Discount Code will prepopulate and be indicated below these reservation details.

Select your vehicle preference. Hit Continue on Choose Extra’s page. Fill in Traveler Details. Authorization # can be left blank. Select **RESERVE** to finalize reservation.

An Email with the Confirmation # will be sent immediately.

The traveler listed on the reservation will need to have a valid license and some type of business card or ID at time of pickup.

Recap

To access the rates and benefits of the State contract a discount code is needed.

- New Discount Codes can be set up within 24 hours.

Hertz has the ability to create direct billing accounts.

- There is no limit on how many billing accounts can be requested.

Two Options:

- Guaranteed Charge Card; charged after each rental is returned.
- Centralized Billing; monthly billing

Hertz recommends to safeguard any billing number that is established to prevent fraudulent rentals.

Direct Bill rentals can be used online or by calling Hertz reservations.

Options to pay Hertz: Self Pay at counter. Direct Bill to P-Card. Monthly Invoicing.

The traveler will need a valid licenses that matches the name on the reservation.

Hertz

Questions?