

Car Rental Information

Rental Car Reminders:

Renting, on behalf of the University, a vehicle larger than a Standard size car requires a business justification. Prior approval is required along with the justification at the time of the Pre-Approval Requests.

UI Employees, who fail to provide justification at the time of the Pre-approval Request, will be reimbursed at the Standard size rates. Anything greater than the standard rate would not be reimbursable.

UI Employees cannot be reimbursed for Cost Damage Waivers or any additional insurance offered by a rental car company or a third party.

Roadside Assistance, Navigation, and other added products and services offered by the rental car are not reimbursable.

Rental Car Abbreviations

ALAMO car groups:

E	Economy Car	LA	Luxury Car
C	Compact Car	LW	4-Wheel Drive Vehicle
I	Intermediate Car	LX	Minivan
IS	Convertible	LC	2-door Luxury
F	Standard Car (full size)	L4	4-door Luxury
P	Premium Car		

AVIS car groups:

A	Sub-compact	F	Intermediate SUV
B	Compact	Z	Full-size SUV
C	Intermediate	L	Premium SUV
D	Full-size 2-door	W	Standard SUV
E	Full-size 4-door	V	Minivan
G	Premium	P	12 Passenger Van
H	Luxury	S	Sport
K	Convertible	X	Specialty

BUDGET car groups:

Z or B	Compact	K	Convertible
C	Midsize	V	Minivan
D or E	Fullsize	W or F	Mid-size SUV
X or A	Economy	L	Full-size SUV
G	Premium	P	Jeep Wrangler (in Hawaii)
H	Luxury		

DOLLAR car groups:

C	Compact	L	Luxury
E	Economy	STAR	Convertible
I	Intermediate	MVAR	Minivan
F	Fullsize	SFAR	SUV - compact
P	Premium		

Car Rental Information

ENTERPRISE car groups:

ECAR	Economy	LCAR or LDAR	Luxury
CCAR	Compact	MVAR	Minivan
ICAR	Intermediate	GCAR	Minivan (Grand Caravan)
SCAR	Standard	XPAR	Sport Utility
FCAR	Full Size	XVARP	15 person van
PCAR	Premium		

HERTZ & THRIFTY car groups:

A (CCAR)	Compact 2-dr	L Standard	SUV
B (CCAR)	Compact 4-dr	M4	Full size van - 12 pass.
C (ICAR)	Intermediate, mid-size	Q4	Intermediate SUV
D (SCAR)	Standard	R	Minivan 7 pass.
F (FCAR)	Full size	T	Prem SUV expedition - 8 pass.
G (PCAR)	Premium	T6	Prem SUV excursion - 8 pass.
I (LCAR)	Luxury	U	Convertible

NATIONAL car groups:

ECAR	Sub-compact	PCAR	Premium
CCAR	Compact	MVAR	Minivan
FCAR	Fullsize	SCAR	Fullsize 2-dr
LCAR	Luxury	SFAR	SUV
ICAR	Intermediate		

Miscellaneous Abbreviations:

Allowable:

AAF airport access fee
AIRCON airport concessionaire fee
CFC concession facility charge
CONC concession recoup fee
FPO fuel purchase option
FSO fuel service option
T&M daily charge Time & Mileage
VLF recovery fee
ADDR – Additional Driver Charges require a business justification

Not Allowable:

ALI additional liability insurance
APP Alamo protection plus
ATP auto tow protection
CDW collision damage waiver
CPP carefree personal protection
EP extended protection
ESP emergency sickness protection
FFQ/FTP frequent flyer programs
GPS/Neverlost
LDW loss damage waiver (insurance)
LSI supplemental insurance
P personal passenger protection
PAE or PAC personal accident and effects or cargo insurance
PAI personal accident insurance
PDW physical/partial damage waiver
PEC personal effects coverage
PEP personal effects protection
PLC premium location charge
SLI supplemental liability insurance
SPAI super personal accident insurance
TP theft protection
TPI third party insurance
Trip Saver Road Side Assistance
UMP uninsured and underinsured motorist protection