For Business use:
- Renters 18 and older may rent all contracted vehicle classes, except passenger vans.
- Renters 21 and older may rent all vehicles.
- Contact Insurance @ Environmental health and Safety regarding anyone wanting to drive Anything larger than a 12 passenger van

For leisure use:
- Renters under 21 may NOT rent a car.
- Renters 21-24 year olds may rent sedans.
- Renters 25 years and older may rent all vehicle classes.
Renters will need their valid driver’s license, State identification badge and a valid form of payment when paying with credit card; additional verification is required when paying with a debit card.

Complimentary "We'll Pick You Up" service available (with 24 hour advance notice and within 10 miles of an Enterprise location-Except Airport locations).

Gainesville location
Gainesville Regional Airport:
Open 7:00am to 11:00 pm 7 days a week.
Parking is available at the Airport with a fee for parking
No pick up service available
Drop box is available

410 NW 39th Ave Location
Open 7:30 to 6:00 M-F
Open Saturday 9:00 to 4:00
Open Sunday 12:00 to 4:00
Drop box available
Free Parking Available

University Ave Location & Williston Rd Locations
Open 7:30 to 6:00pm M-F
Open Saturday 9:00 - Noon
Both have drop boxes available

COMMERCIAL TRUCKS & VANS

Please see the Procurement Services Web site: https://procurement.ufl.edu/contracts/rental-vehicles/

Reservations – within Gainesville, Jacksonville and Ocala region. For reservations outside this region please contact Branch Manager at 352-373-1565 for further assistance.

When in the Procurement Services web site. You will follow the guide lines provided starting with CLICK HERE for reservations.

You will be taken to UF Deeplink where the State contract number 43GATOR is automatically assigned to your reservation process.

Click ‘Reserve Now’ to go to Enterprise Home Page

Truck Rental Reservations – enter all information and click ‘Continue’

Choose Location – select branch closest to your location

Choose Vehicle – select desired vehicle. If vehicle shows “Call for availability” – Call the branch and make the reservation manually.

Review Reservation – review the full details of the vehicle you’ve chosen – scroll to bottom of the page and click ‘Continue’.

Renter's Information (Details) – please fill in all information. Once all is correct, click ‘Reserve Now’, Include the contact phone number associated with your Enterprise Plus or National Emerald membership.

The renting branch will be confirming your reservation prior to pick up. Expect a confirmation call within the business day.

For Trucks/Van Rentals-Pricing go to the following link:

Availability of Vehicles for Rentals
When renting a vehicle from Enterprise/National, the preferred method to setup a reservation is to book the reservation through UF’s rental website 24 hours in advance of the required pickup time. If a reservation is made 24 hours prior to the time needed, a rental vehicle is guaranteed. Enterprise will accept reservations made at least 24 hours in advance on rentals where the pick-up and drop-off location will be the same and seven calendar days in advance on one-way rentals. You will be placed in a vehicle at the State of Florida rate that you reserved even if a higher class vehicle is provided to you. If a reservation is made online with less than a 24 hour lead time, Enterprise/National will contact you and make you aware of the availability of vehicles and attempt to find a vehicle for you but a vehicle will not be guaranteed. If a vehicle is available, you may be placed in another size vehicle and be required to pay the State contract rate for that vehicle. Renters that made a reservation 24 hours or more in advance will receive priority. UF’s online reservation page does not show vehicle availability. For rentals up through a full size vehicle, the website will allow you to make a reservation even if cars are not available locally. Adhering to the 24-hour lead time method will guarantee a vehicle will be available for you.

Enterprise Billing Account
You will need to establish an Enterprise Billing Account if you have the need to rent vehicles for other travelers but charge the rental costs to a UF PCard. Complete the Enterprise Electronic Billing Agreement form which can be found at http://www.fa.ufl.edu/forms-and-publications/forms/#disbursement. Email the form to the contact information at the bottom of the form (stateoffloridabrse@ehi.com; Jodi.L Rivera@ehi.com; and Rebecca.T.Chiera@ehi.com). An Enterprise representative will contact you to complete the process and establish your billing account.

Billing
If you have billing questions, please contact Jodi L Rivera 904-219-7044 or Rebecca T. Chiera 904-396-4046. Items that are charged using the Enterprise Billing Account will receive two invoices per month. Enterprise/National Pricing List is available on the travel website.

Emerald Club portal
All UF travelers who make reservations for vehicle rentals should establish an Emerald Club account. The Emerald Club program can be used by Enterprise to track rental spend for the University. It will also make setting up reservations and picking up/dropping off vehicles much less of a burden. Please contact Brett Wallen (bwallen@ufl.edu) or Randy Staples (rstaple@ufl.edu) for the link to join the Emerald Club program.

Toll Payment Options
Enterprise/National offer a toll payment solution. They utilize the PlatePass program for tolls in the State of Florida. There will be a $3.95 convenience charge per 24-hour period for use not to exceed $19.75 on any given one rental (Florida); this does not include tolls. If you do not want to use this service, you have two other options:
1. Go through and pay at the tollbooth, you will not be billed by PlatePass.
2. If you have a personal transponder in your vehicle, you will not be billed by PlatePass.
You can print receipts for any PlatePass charges at the following website: https://www.htallc.com/en/invoice/search | 866-285-6050

Parking Instructions for 39rd Avenue
Enterprise Location
UF has been granted permission by the City of Gainesville to utilize a parking lot across the street from the Enterprise location at 410 NW 39th Avenue. If you pick up your vehicle from this location, you will have parking available for you at no cost. The City did request that we park at the end of the lot right across from Enterprise. Below is a placard to place on your vehicle’s dash to identify that the vehicle belongs to a UF employee. The Parking Map & Dashboard Placard links can be found on the travel web site.

General Information
Insurance is included on business rentals in the United States.

Optional Equipment & Services - Enterprise & National Roadside Assistance Product (Enterprise) or Roadside Plus (National)-- Included in Contract Rate for Business Use and Leisure Use
One-Way Drop Fee (For Out-of-State Travel Only)- Drop fee charged per-rental for one-way rentals to destinations outside the state of Florida.—No charge.