

## Business Travel Vehicle Rental Service

Enterprise Car Rental and Lehigh University have partnered to provide Lehigh University business-related vehicle rentals.

### Before you rent:

1. Review the qualifications to operate a university vehicle:  
<https://businessservices.lehigh.edu/qualifications-operate-university-vehicle>  
Note: A Lehigh University Onecard is required to pay for the rental.
2. Complete the [Driver Information Form](#), if you haven't already done so.
3. Please read the below [How To Guide](#) for important rental portal instructions and details.

Rent your Lehigh vehicle at: [go.lehigh.edu/vehiclerental](https://go.lehigh.edu/vehiclerental)

### How to Guide

Select where you would like to pick-up your rental: "Deliver to Campus" or "Pick Up from any Enterprise Location"



## LEHIGH UNIVERSITY

**PLEASE NOTE:** You must complete a [Driver Information Form](#) before you can rent a vehicle.

### LEHIGH UNIVERSITY FACULTY AND STAFF

All vehicles must be returned to the same location they were picked up. There will be 2 locations on the Lehigh campus:

1. 125 Goodman Drive
2. Parking lot at 622 Brodhead Avenue

For on campus deliveries, keys are to be picked up and dropped off at your selected location. Upon return of your rental, please place your keys in the Enterprise drop box and scan the QR code to complete your vehicle return.

You may also choose an Enterprise site to pick-up/drop off your rental.

Weekend rentals can also be rented from the Lehigh Valley Airport

Your rental includes full collision damage waiver with no deductible and primary third-party liability protection.

Additional extras such as GPS, Sirius/XM and Greenhouse Gas Emissions Offset are not approved for Lehigh University business travel.

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## Reserve a Vehicle

- If you've selected "Deliver to Campus", the **Bethlehem** location will be listed as the default - you do not need to change the location on this screen. You will be able to select your on-campus delivery location at the end of your reservation. On-campus delivery options are: 125 Goodman Drive or 622 Brodhead Ave.
- Lehigh's Corporate Account will be listed as the default - Lehigh University E&I X
- If you are under 21 years of age, please contact the Transportation office (610) 758-4410.

### Reserve a Vehicle or [View / Modify / Cancel Reservation](#)

1 **Pick-up & Return Location (ZIP, City or Airport)\*** \* Required Field

Bethlehem | ✕

Return to a different location ⓘ

2 **Pick-up\***

01 Apr 2023 | 12:00 PM →

**Return\***

02 Apr 2023 | 12:00 PM

Corporate Account Number or Promotion Code ⓘ

LEHIGH UNIVERSITY | ✕

I'm booking on behalf of someone else

**Renter Age Policy\***

25+ | ▾

**Vehicle Class ⓘ**

All Vehicles | >

[Browse Vehicles](#)





## Choose a Vehicle Class

- Select your preferred vehicle from options available

**Choose a Vehicle Class** 4 Results SORT BY: Featured

Filters			
<b>MILEAGE</b>	Total from		
<input type="checkbox"/> Unlimited Mileage	\$63		
<input type="checkbox"/> Limited Mileage	--		
<b>VEHICLE TYPE</b>	Total from		
<input type="checkbox"/> SUVs	\$63		
<input type="checkbox"/> Trucks	\$76		
<input type="checkbox"/> Cars	--		
<input type="checkbox"/> Vans	--		
<b>NUMBER OF PASSENGERS</b>	Total from		
<input type="checkbox"/> 2+	\$63		
<input type="checkbox"/> 4+	\$63		
<input type="checkbox"/> 5+	\$63		
<input type="checkbox"/> 7+	--		
<input type="checkbox"/> 8+	--		
<input type="checkbox"/> 12+	--		
<input type="checkbox"/> 15+	--		

 <p><b>Midsize SUV</b> Nissan Rogue or similar Automatic, 5 People, 4 Bags</p> <p>✓ FEATURES &amp; PRICE DETAILS</p>	<p>PAY LATER</p> <p>\$55.75 per day   \$62.22 Total</p> <p>Select</p> <p>CUSTOM RATE</p>
 <p><b>Standard SUV</b> Ford Edge or similar Automatic, 5 People, 5 Bags</p> <p>✓ FEATURES &amp; PRICE DETAILS</p>	<p>PAY LATER</p> <p>\$55.75 per day   \$62.22 Total</p> <p>Select</p> <p>CUSTOM RATE</p>
 <p><b>Standard Pickup</b> Chevrolet Colorado or similar Automatic, 4 People, 3 Bags</p> <p>✓ FEATURES &amp; PRICE DETAILS</p>	<p>PAY LATER</p> <p>\$68.50 per day   \$75.98 Total</p> <p>Select</p> <p>CUSTOM RATE</p>
 <p><b>1/2 Ton Pickup</b> Ford F150 or similar Automatic, 4 People, 4 Bags</p> <p>✓ FEATURES &amp; PRICE DETAILS</p>	<p>PAY LATER</p> <p>\$72.50 per day   \$80.30 Total</p> <p>Select</p> <p>CUSTOM RATE</p>

## Add Extras

- The Damage waiver, also known as CDW-collision damage waiver, is included in your vehicle rental.
- Additional extras are not approved for Lehigh University business travel. Any additional “extras” will be at your own expense.
- Click - Continue to Review

### Add Extras


Extras included in your reservation (at no additional cost): Damage Waiver

**Your Selected Vehicle**

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**Recommended For You**

**Midsize SUV**  
Nissan Rogue MODIFY




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**Insurance And Other Protection Products**

<b>Damage Waiver</b>	Included with reservation	✓ DETAILS	✓ INCLUDED
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**Equipment**

<b>Sirius XM®</b> Listen to anything you want, everywhere you drive.	\$5.99 / day (\$49.98 max)	✓ DETAILS	+ Add
<b>Greenhouse Gas Emissions Offset</b> Join your fellow customers in helping to save the environment!	\$1.25 / rental	✓ DETAILS	+ Add
<b>GPS</b> Find your destination easier with this GPS device.	\$10.95 / day	✓ DETAILS	+ Add

[Continue To Review](#)

## Review & Reserve

- Review/Verify rental details and pricing (edit if necessary)
- Sign-in to loyalty members (optional). This will allow you to sign up for the Enterprise Emerald Club. **NOTE:** This is recommended for frequent customers. This will also save time as your license information and credit card on file will be automatically added to the system.
- If not a loyalty member, please fill in all Contact Details.
- Under “Confirm Trip Purpose” - please select your On-Campus Delivery Location
- Verify all information and click RESERVE NOW

### Rental Details

**Dates & Times** Edit  
Mon, Apr 24, 2023 @ 12:00 PM  
Tue, Apr 25, 2023 @ 12:00 PM

**Pick-up & Return Location** Edit  
Bethlehem  
1620 Steflo Blvd  
Bethlehem, PA 18017

**Additional Details** Edit  
Renter Age: 25+  
Corporate Account Number or Promotion Code: LEHIGH UNIVERSITY

### A Message From LEHIGH UNIVERSITY

For on campus deliveries to Lehigh University, the Allentown Airport Rd is listed as the location below. Delivery must be booked 24 hours in advance. For on campus deliveries, keys are to be picked up and dropped off at your selected location. Upon return of your rental, please place your keys in the Enterprise drop box and scan the QR code to complete your vehicle return. Additional extras are not approved for Lehigh University business travel.

[Show More](#)

**Are you a loyalty member?** Sign In

Sign in to earn points and speed through the form below.

\* Required to complete your reservation

### Contact Details

**First Name\***  **Last Name\***

**Phone Number\***  
 +1

**Email Address\***

**Would you like to receive SMS notifications from Enterprise about this rental?**


Yes, I would like to receive text messages about this rental to the phone number on this reservation

No

By selecting "Yes" above, message and data rates may apply. Message frequency varies and depends on the activity of your reservation. You can opt out by responding STOP at any time. For more information, please review our [Privacy Policy](#) and [SMS Terms](#). If you choose not to receive text messages, we will give you a courtesy reminder call 1-2 days prior to your reservation.

### Midsized SUV

Nissan Rogue or similar  
Automatic



**Vehicle** Edit  
Time & Distance 1 Day(s) @ \$ 58.54 / Day  
Unlimited Mileage \$ 58.54\* Included

**Extras** Edit  
Damage Waiver 1 Day(s) @ \$ 0.00 / Day  
9 Additional Drivers Day(s) @ \$ 0.00 / Day  
Included

**Taxes & Fees** \$ 6.68\*

**Estimated Total** \$65.22\* Custom Rate

\*Rates, taxes and fees do not reflect rates, taxes and fees applicable to non-included optional coverages or extras added later.

- You are able to select your delivery location once you confirm your trip is associated with Lehigh University and traveling on behalf of Lehigh University.

### Rental Policies

- [Rental Contract Additional Terms and Conditions](#)
- [Corporate Account Verification](#)
- [Miscellaneous](#)

Please see your negotiated contract agreement for rental policies.

### Confirm Trip Purpose

Your account is associated with LEHIGH UNIVERSITY. Are you traveling on behalf of LEHIGH UNIVERSITY for this rental?

Yes

No

### Delivery & Collection

Your account allows you to specify a location where you want Enterprise to deliver and/or collect your rental. Additional charges may apply for delivery and collection services.

I want my rental delivered

I want my rental collected

## Additional Information:

- A Lehigh University OneCard is required to pay for the rental.
- For Campus delivery, Enterprise will contact you with detailed information on key pick up and vehicle assignment at least one hour prior to the start of your rental.
- Please return the vehicle to the location where it was picked up. If returning to 125 Goodman or 622 Brodhead Avenue, drop the key in the Enterprise Key Drop Box and scan the QR code located on top of the box. This will end your rental and prompt Enterprise staff to generate your invoice, and close out your rental contract. If you do not scan the QR code, you will continue to be charged for the rental.
- Place keys in an after-hours Enterprise drop box located at both locations and scan the QR code on the drop box. This will end your rental. Failure to scan the QR code will result in your rental contract remaining open and rental charges continuing to accrue.
- For mechanical issues/breakdowns, please see your rental agreement for details. Contact Enterprise directly - Do not contact Lehigh Transportation. During business hours, please call the local office from where they received the vehicle and if after business hours, please call 1-800-736-8222.
- When you pick up your keys, you will receive a copy of your rental agreement . Please adhere to all conditions of the rental agreement.
- Report all accidents to the local police department, Enterprise & Lehigh University Transportation Services (610-758-4410).
- **Additional Drivers:** If there are additional drivers, please email their names to: [EnterpriseRentACar-5726@ehi.com](mailto:EnterpriseRentACar-5726@ehi.com). Please make sure each driver has completed a [Driver Information Form](#) prior to driving a rental vehicle. Failure to identify additional drivers by calling Enterprise with their information will void coverage in the event of an accident or damage to the vehicle.
- **For Tolls:** All Enterprise Rentals Vehicles are enrolled in the EZ Pass Enterprise Toll Program. Tolls charges will be billed accordingly to your University OneCard. There is an additional charge to use their program. You are welcome to use your own EZ Pass.
- When returning your vehicle to campus, please remember to check the vehicle for personal items left behind (phone chargers, phones, keys, etc.).
- Individuals should rent the most economical vehicle consistent with business needs and travel circumstances.
- Please refuel the vehicle using your Lehigh University OneCard prior to returning the rental vehicle to avoid refueling surcharges.

## For 12 (twelve) passenger van rentals:

- Must be at least 25 years of age.
- Have a valid domestic driver's license and have at least five (5) years driving experience in the United States or Canada. Additional information:  
<https://businessservices.lehigh.edu/qualifications-operate-university-vehicle>

For questions, contact our Transportation office Monday through Friday from 8:15 AM to 4:45 PM at (610) 758-4410 or email [intransp@lehigh.edu](mailto:intransp@lehigh.edu)