

	Car Rentals in 50 States, DC and Puerto Rico	Car Rentals Outside the US
Damage Waiver and Liability insurance	If renting under an ASU contract or the State of Arizona contract with Hertz, decline the optional insurance State in contract that car is being used for ASU business ASU contracts and the State of Arizona Hertz contract include insurance coverage in the rate if you reference the appropriate contract or code at time of rental. The Customer Discount Program Number for Hertz is 66596. For Puerto Rico, if you do not use the ASU or State of Arizona contract, please opt for the local insurance coverage.	Purchase the locally required insurance coverages State in contract that car is being used for ASU business If traveling to multiple countries, please read your rental agreement to confirm this is permissible
Payment Method	Please use a P-card when not in travel status Use your ASU Travel Card or personal card while in travel status	Use your ASU Travel Card or personal card while in travel status
Accident Reporting	For accidents/damage claims, please complete an auto loss report to Risk and Emergency Management as soon as possible.	For accidents/damage claims, please complete an auto loss report to Risk and Emergency Management as soon as possible.
	Provide copy of rental agreement, pictures, and police report if applicable	Provide copy of rental agreement, pictures, and police report if applicable