



REQUEST FOR CAR RENTAL

Please select an Enterprise location:

Enterprise Rent-a-Car 500 Oxford St. W. London	288 Horton St. E. London
Phone: (519) 472-6676	(519) 439-8507

Please indicate below, if you wish to pick up your vehicle at another Enterprise location in the City or if you require a different rental company:

The following information is required to book a vehicle:

Account Line: _____

Name of Driver(s): _____
(Must be over 21)

Size/Type of Vehicle Required _____
(ex. compact, mid-sized, SUV)

How Long Vehicle is Required _____

Date and Time of Vehicle Pick-up _____

Date and Time of Vehicle Return _____

- * If you need to be picked up, please contact the rental company a couple of hours before the pick-up is required or the night before if it is for first thing in the morning
- * All drivers must provide their drivers license information directly to the rental company
- * Must be signed below by department budget head in order to be processed

Authorized by: _____ **Date:** _____

Purchase Order #: _____
(Do not complete)