April 6, 2018

Change in Enterprise Car Rental Booking Process

The University has been notified that suspicious activity has been detected on our Enterprise car rental account. Therefore, we have temporarily disabled the Enterprise link that was on the "Booking Travel" page on the University Procurement Services website. We are currently working with Enterprise to deploy a revised process.

In the interim, please use one of the following options to book your car rental.

- Call at (800) 264-6350
- Visit the Enterprise website at <u>www.enterprise.com</u>

To receive the discounted Rutgers rate and insurance, reference the Rutgers University account code. The rates and discounts are available for University authorized business only.

At this time, all reservations must be paid with a credit card and submitted for reimbursement via the online expense management system, **No purchase orders will be accepted**.