How to reserve a vehicle with the Enterprise – VOX program

- Log onto the Enterprise reservation website at the following URL: http://www.enterprise.com/car_rental/deeplinkmap.do?bid=028&refld=Dartmout
- 2. Select: 'Dartmouth College Business Rentals (VOX) Directly paid by college.'
- 3. Indicate the date and time when you will pick up and drop off the vehicle keys and gas card.

NOTE: The Enterprise Office is open Monday – Friday, 8:00 a.m. - 5:00 p.m. If you plan to pick up a vehicle when the office is closed, please indicate below the date/time when the office is open for you to pick up the keys and gas card. There is a later prompt to indicate the actual dates/times you will be using

the vehicle.

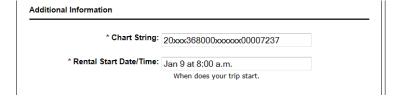


- 4. Select a vehicle that is available during the dates/times of your reservation.
- In the Main Information section, enter the Renter's Name as shown:
 Renter's first and last name in the First Name field, and Dartmouth written in the Last Name field.



6. Select 'Yes' if you are traveling through the College. This will bring up the Payment Details section where you enter a valid chart string for billing purposes. In this section, also enter the date and time when you plan to pick up the vehicle.

NOTE: Valid chart strings must be entered as continuous string, with no periods (.) or dashes (-), and totaling 25 numerical digits.



Select 'Continue' to move to the next page once the above Additional Information is complet

- 7. Review the Reservation Summary and select 'Book Now' if the information is correct. Select 'change' to edit information in a particular summary section.
- 8. Your reservation is complete! Print the confirmation and bring to the Enterprise-VOX Office on the date/time of your reservation to pick up keys and the gas card.

