Thank you for choosing either National Car Rental or Enterprise Rent-A-Car for your ground transportation needs. Below you will find a brief description of how to make a reservation under the Western University Student discount program.

WESTERN UNIV. STUDENT DISCOUNT
CD #: XZSM535

National Car Rental
Please note that advanced reservations are required for all rentals

- To set up a rental reservation **by phone** simply call 1-800-CAR-RENT and give the booking agent your Discount number **(XZSM535).**

To set up a rental reservation **online,** go to **www.nationalcar.com**

Without an Emerald Club Number
1. Go to **www.nationalcar.com**
2. Screen: Enter location, dates, and contract ID (**XZSM535**).
   a. Select "Start Reservation" – this will prompt you to join Emerald Club. Select "No thanks"
3. Screen: Choose Vehicle - select the vehicle type
4. Screen: Optional items: review optional products (then click "continue") or click "no thanks, Skip to Review"
5. Screen: Review & Reserve:
   a. Rates, Taxes and Fees – details the estimated cost of the rental
   b. Driver Information – enter in your renter's name and email address
   c. To complete the reservation select "Reserve"

With an Emerald Club Number
1. Go to **www.nationalcar.com** and click on "Add more information to your reservation" (located under the green "start your reservation" bar).
2. Screen: Reservations
   a. Enter the (pick up/return location, dates and times)
   b. Under Special Rates and Contracts, enter **XZSM535** in the **"Contract ID"** field
   c. Under Emerald Club, enter Renters Name and Emerald Club Number
   d. Select "Start Reservation" – this will prompt you to log in to Emerald Club select "No thanks"
3. Screen: Choose Vehicle: select the vehicle type
4. Screen: Optional items: review optional products (then click "continue") or click "no thanks, Skip to Review"
5. Screen: Review & Reserve:
   a. Rates, Taxes and Fees – details the estimated cost of the rental
      i. Contact Information - Driver Information – This should show your renter and their Emerald Club number
   b. To complete the reservation select "Reserve"

Enterprise Rent-A -Car

- To set up a rental reservation by **phone** simply call 1-800-RENT-A-CAR and give the booking agent the Discount number **(XZSM535).**

- To set up a rental reservation **online**, go to **www.enterprise.com**, enter the location, date and time and your **Discount Number: XZSM535** for the rental and click "Continue" to search for available vehicles. Choose the car class that's preferred. The next screen will be the Extra's screen, click on "Continue to review" button. On the next screen, put in the renter's name, phone and email address. On the next screen, click on "Reserve Now" to complete the reservation.

Once you have placed the reservation either by phone or online, the renter will need to simply give their name, confirmation number, present a valid driver's license and a personal credit card in order to complete their transaction.