Scenario 1 for Enterprise

**Click Here to begin:**

- Select Enterprise

![Enterprise Logo](image1.png)

**Business Rental Solutions.**

Florida International University

![Discount for all FIU Members](image2.png)

- Click on Emerald Club Tab
- Enter Emerald Club ID and Last Name and click Go
- Enter Pick Location; Pick Up Date & Time and click Search

![Make a car rental reservation](image3.png)
• Click on Select to choose a vehicle

• Put in the renter’s name and email address. Underneath that, it will ask you if you are traveling on behalf of FIU for this rental. Click “Yes”. It will then ask you if you are authorized and choosing to bill FIU for this rental. Click “Yes”. This will prompt a place for the billing number to be entered. Enter your Billing Account# xxxxxxxx and click on “continue”.
• Click on “Book Now” to complete the reservation.
**Scenario 1 for National**

**Click Here to begin:**

- Select National

![National Business Rental Solutions](image)

- Enter the (pick up/return location, dates and times)
- Under Emerald Club, enter Renters Name and Emerald Club Number
- Select “Start Reservation” – this will prompt you to log in to Emerald Club
  select “No thanks”
Experience the power of the Emerald Club.

Looks like you entered your **FLORIDA INTERNATIONAL UNIVERSITY** contract ID. As a member of the Emerald Club, you can enjoy special privileges reserved for frequent renters every time you rent. Take advantage of these benefits by enrolling or signing in to your existing account.

- **Choose Vehicle:** select the vehicle type

- **Optional items:** review optional products (then click “continue”) or click “no thanks, Skip to Review”
• Review Rates, Taxes and Fees – details the estimated cost of the rental
• Scroll Down to Enter Payment Information - IF billing....select Billing Account from the drop down menu. Enter the “Billing Number” in the field that populates.
• To complete the reservation select “Reserve”

Contact & Payment Information

KEVIN SEVILLA
Emerald Club Number: [Redacted]
Email Address

Payment Information
Please review and select your preferred Payment Method for this reservation before proceeding.

Payment Method
- Use Other Business Account
- AMEX (1008)
- VISA (7514)
- Pay at counter

Billing Number

[Back] [Reserve]