

## LC State Vehicle Rental Availability by Department

The information below, including vehicle availability, types, rental or borrowing processes, and rates by department, is subject to change. Please consult each department for detailed instructions and up-to-date information on reserving or borrowing vehicles.

All drivers must be approved by the Public Safety Department, with supervisor authorization, and must have a Fleetio account to log pre-driving safety checks, mileage, and any fuel added to the vehicle. Supervisor authorization confirms that the department will assume financial responsibility for the deductible if the vehicle is damaged during the rental period.

All vehicles will be returned in the same condition as when they were checked out, including cleanliness, fuel level, and any repairs.

Dept.	*Vehicle	Passengers	Availability	Process	Rental Agmt Required	**Cost
SUB/CSL	2012 Chevy Express Van (Qty: 2)	12	Used mostly Friday - Sunday	Contact Outdoor Adventures Coordinator	Yes	Full Day: \$80 Half Day: \$50 Extended Mileage (250 or more) \$100/day
Athletics	12 and 15 passenger vans.	12 or 15	Reservations recommended	Contact Athletics Director of Facilities	No	Full Day: \$80 Half Day: \$45
Physical Plant	'99 Jeep '99 Toyota Truck Ford Truck	5 2-3 2-3	Day use only, Local transp. only	Contact Physical Plant	No	No cost

\*Passenger count includes the driver.

\*\*A full day is more than four hours. A half day is less than four hours.

Fleetio access can be obtained by contacting Administrative Services or Physical Plant.