



ODU CDP# should be used on all ODU business reservations, to ensure University faculty and staff receive ODU contracted rates. To request the CDP#, complete this form [here](#).

**Existing Hertz Gold Members:** Log into your Hertz account at [www.hertz.com](http://www.hertz.com). Ensure that all your personal information is up to date (license, credit card, etc.) and add the Old Dominion University CDP# to your profile as the primary discount code.

If you are not already a Gold Plus Rewards member, please sign up [here](#).

Gold Plus Rewards is not required. However, it does come with some benefits found [here](#).

### **Program Benefits:**

Exceptional Competitive Contract Rates  
Unlimited mileage when returned to the pickup location  
\$125 drop fee on one-way rentals over 500 miles (Corporate Locations)  
Pickup and drop off services at all off airport locations  
Loss damage waiver included on Business rentals  
Liability protection coverage included on Business rentals  
Minimum age 18 on business rentals  
Basic Roadside assistance available 24/7

### **Billing Options:**

1. Guaranteed Charge Card option which the form of payment is linked to a P/Card or Credit Card.
  - a. This option can be used when the person making the reservation and paying with an ODU PCard's name doesn't match the name on the rental reservation.
  - b. PCard holder must have a rental car exception on file. Rental exception specifically disallows anything other than time and distance, allowable tolls (when attendant is not available), and applicable taxes (airport rentals).
  - c. Email Nadika Perera at [Nadika.perera@hertz.com](mailto:Nadika.perera@hertz.com) for the Guaranteed Charge Card direct bill application.
2. Personal Credit card – individuals would need to seek reimbursement after travel is complete.

For any customer care issues or any questions, please contact Nadika Perera at [Nadika.perera@hertz.com](mailto:Nadika.perera@hertz.com).