

Guaranteed Credit Card Applicant Program Letter of Agreement

Please note the following instructions:

- **Copy & Paste / Type the following Letter on company letterhead** that includes your company's mailing address.
- Replace the underlined, bracketed portions of the Letter with the information requested.
- The Credit Card Number provided must be a Company Guaranteed account; it cannot be a personal credit card account.
- The Letter of Agreement must be signed by a corporate officer.
- We regret that no additions, deletions or changes to the text will be accepted.
- Scan and email the Letter of Agreement to:

Nadika Perera
Nadika.perera@hertz.com

Thank you

Guaranteed Credit Card Applicant Program Letter of Agreement

By requesting the Hertz #1 Club Applicant Program **[Enter Company Name,]** the "Company," hereby agrees to issue the Applicant Program #1 Club Number only to those authorized personnel responsible for making reservations through the Applicant Program.

The Company warrants and represents that all persons who will operate any vehicle under the Applicant Program are at least 20 years old, or meet the requirements of the Company's corporate account agreement with Hertz, if the corporate account agreement contains other minimum age provisions.

It is further understood and agreed that the Company requests the Applicant Program charges to be billed on the Company's corporate

Enter

(1) credit card type

Cards that may be used are ONLY AMEX, Visa, MasterCard or Diner's Club

(2) account number _____

(3) expiration date _____

(4) name of employee _____

whose name appears on the corporate card.

If this is a "ghost" account,

- **in (1) insert the word "ghost" following the credit card type,**
- **in (4) enter name of employee who is the billing contact on the account,**
- **in (3) write "No Exp Date" if it is a "ghost" account with no expiration date**
- **Note: Because this program requires the use of a corporate credit card to pay for charges, Hertz does not accept debit/check cards for use on the Applicant Program.)**

The Company hereby assumes all responsibility and liability for the payment of any and all charges whatsoever incurred through the use of the Applicant Program Number.

Hertz is authorized to verify any information concerning the above credit card with the issuing bank or credit card company.

Sincerely,

Signature

Company Name

Type signer's name here

Company CDP #

Title (Manager level or higher)

Date

Contact's Email Address

Additional information: (Complete this section only if your company already has an existing Guaranteed Credit Card Applicant Program account, and wishes to change the credit card number.)

To change credit card numbers on an existing Guaranteed Credit Card Applicant Program, please complete the Letter of Agreement above and provide the following additional information:

Applicant Program #1 Club Number

Present Credit Card Number