



Rental
Leasing
Logistics



Experience the Benefits of a National Rental Account

We offer some of the newest, cleanest and highest quality vehicles in the industry, and we make sure they are available when you need them.

COORDINATION OF ALL SERVICES

- » Your dedicated Penske support team will locate a rental vehicle whenever or wherever you need it

CENTRALIZED CONTACT

- » Your team will communicate with our knowledgeable Penske representatives every time they call
- » Our local offices can also assist and will have access to the same account parameters to ensure consistency

SUBSIDIZE YOUR FLEET

- » One call provides access to Penske's entire rental fleet
- » We offer a wide variety of vehicle types to help your business with any size job or delivery

CONSISTENT PRICING AND BILLING

- » Your National Rental Account rates will be stored in our system and remain consistent across the entire country
- » We will be able to see your account's billing parameters to ensure POs, rates and insurance are correct at the time your reservation is booked

Complete the attached packet to get setup today.
Questions? Contact Krista Johnson, executive account manager,
at (430) 355-6598 or krista.johnson@penske.com.

Truck Rental Program

NATIONAL RENTAL ACCOUNT #: 6123 Anheuser Busch Wholesalers

An account should be pre-established before a truck rental need comes up. This will make for a faster reservation and billing process when you call for a truck.

If you have more than one business entity, you will need to set up an account for each entity.



ACCOUNT SET UP PROCESS:

1. Complete and sign the **Rental Application Form** (page three).
2. Customer must provide insurance on tractors/trailers. However, Penske does offer insurance options on light and medium duty vehicles. You can decide if you want physical damage and liability coverage through Penske or if you want to provide your own physical damage and liability coverage.

If you purchase physical damage and liability through Penske:

- a. Limited Damage Waiver is ____ for light and medium duty vehicle classes, which covers up to the value of the vehicle with a \$1,000 deductible.
- b. Liability Coverage is ____ and covers up to \$1M single limit.
- c. Insurance charges will NOT be refunded if a valid certificate of insurance is not given to the Penske National Rental Team prior to your rental pick up.

If you provide your own physical damage and liability coverage, you will need to email an insurance certificate to insurance.tracking@penske.com. Your insurance must be Penske's requirements and be in ACCORD format (page four).

3. Recognize fuel and mileage taxes/IFTA charges are the Customer's responsibility.
 - a. If you file Fuel and Mileage tax under your own IFTA certificate, a hold harmless letter/CTRA must be on file with Penske (page five).
 - b. If a hold harmless letter/CTRA is not on file with Penske, the Customer will be responsible for all charges associated with Fuel and Mileage Taxes.
 - c. Customers are required to prepare Driver Trip Reports ("DTR") in connection with their operation of Penske rental units.
4. Submit payment by credit card unless you would like Penske's Executive Account Manager (_____) to submit a credit pre-screen for direct bill invoices. In either case, a credit card will be kept on file to ensure all invoices are paid.

Customer Signature: _____ Date: _____

Rental Application Form

Penske Truck Leasing
Truck Rental Services
Rt. 10, Green Hills, PO Box 391, Reading, PA 19603

CUSTOMER INFORMATION:

Company Name: _____

Corporate Address: _____

Billing Email Address: _____

Person(s) Authorized to Reserve Rentals: _____

CREDIT CARD INFORMATION:

At the time of rental, we will run a credit check. A deposit may be required based on the results. If required, the deposit will be refunded within **48-72 business hours** after the truck is returned and all outstanding charges are paid. In addition to any deposit, we will place an authorization hold for **one week's estimated rental cost** on the credit card provided. Please note that refunds may take an additional **3-4 business days** to appear in your account, depending on your bank's processing time.

Name Listed on Credit Card: _____

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

Card Number: _____

Expiration Date: ____/____ (Month/Year) CVV Code: _____

Card Billing Address: _____

Card Billing Phone Number: _____

Credit Card Payment Method – Please check off the appropriate box.

☐ "Card on File"

Do you have your own DOT Number: ☐ No ☐ Yes DOT#: _____

If so, are you hauling hazardous materials that requires placards: ☐ No ☐ Yes

If so, a Hazmat Profile Must Be Completed and approved by Penske

Please e-mail the items below to _____

If you have any questions, please contact _____

1. This signed completed form
2. A copy of your credit card (front and back)
3. A copy of the cardholder's driver's license

I hereby authorize Penske Truck Leasing Co. L.P. to process payment on invoice(s) by the payment method selected above, relating to services provided to the above named Customer on this designated credit card.

Cardholder Signature: _____ Date: _____



NOTICE TO ALL CUSTOMERS

Certificate of Insurance Requirements

Certificate must show liability and physical damage evidence as follows:

- » \$1,000,000 combined single limit
- » \$150,000 tractors – \$120,000 trucks – physical damage
- » Policy number
- » Effective date
- » Expiration date
- » Limits
- » Comprehensive and collision deductibles
- » Type of coverage
- » Minimum of 10 day cancellation notice
- » Signature or stamped signature of authorized representative
- » Company name must match what Penske has on file



If on specified or scheduled coverage, then the unit must be listed on the certificate with serial number.

The certificate holder must be:

Penske Truck Leasing Co, LP
2675 Morgantown Road
Reading, PA 19607

All certificates must be worded as follows:

“Penske Truck Leasing Co, L.P. and its partner are named as additional insured and loss payee for all vehicles leased or rented from Penske Truck Leasing Co, LP, including substitute, extra, permanent replacement, or interim vehicles.”

Please send a copy of the certificate meeting the above requirements to insurance.tracking@penske.com.





Penske Truck Leasing
Route 10 Green Hills, PO Box 563
Reading, PA 19603-0563
Tel: 800-450-5729
penske.complianceservices@penske.com

THIS AGREEMENT is made this _____ day of _____, 20____ between PENSKE TRUCK LEASING CO., L.P. ("Penske") and _____ ("Customer"). Penske customer number _____.

Penske requires its customers to prepare Driver Trip Reports ("DTR") in connection with their operation of Penske rental units and their operation of substitute, extra or interim vehicles ("Vehicles"). Effective _____. Penske will permit the Customer to file their DTR reports directly with the government, provided strict compliance with the rules set forth herein are followed. Specifically, the Customer agrees to:

- Be solely responsible to pay for any and all International Fuel taxes ("IFTA") and mileage taxes, resulting from Customer's operation of Penske Vehicles, and to timely and accurately file all requisite jurisdictional tax returns;
- Provide a valid copy of the Customer's current IFTA license to Penske as well as identifying all mileage tax accounts prior to March 1 of each calendar year. Such information shall be faxed to 866-821-0538 Attn: Compliance Services or emailed to Penske at penske.customersupport@penske.com;
- Provide Penske with calendar quarterly reports, as due, organized by state, vehicle, and the total miles traveled for that quarterly period. Penske will rely upon this information to comply with the mileage reporting requirements of the applicable International Registration Plan. This information will be mailed to:

Penske Truck Leasing Co., L.P.
Dept. R – Attn: DTR Dept.
PO Box 981056
El Paso, TX 79998-1056;

- Indemnify, defend, protect and hold harmless Penske and its partners and their respective partners, directors, officers, employees, agents, attorneys, successors and assigns from and against any and all liabilities, obligations, claims, damages, costs and expenses (including reasonable attorney's fees) arising from Customer's failure to comply with its obligations hereunder. This indemnification shall be in addition to, and not in lieu of, any other indemnification between Penske and Customer; and
- Provide Penske with any and all information, reasonably requested by Penske, that may be necessary to ensure and support Customer's compliance with this agreement.

This agreement is in accord with IFTA Articles of Agreement, Article V, Section R510, which states as follows:

R510 RENTAL/LEASING

.100 Short-Term Leases. In the case of a short-term motor vehicle rental, by a lessor regularly engaged in the business of leasing, or renting motor vehicles without drivers, for compensation to licensees or other lessees of 29 days or less, the lessor will report and pay the fuel use tax unless the following two conditions are met:

.005 The lessor has a written rental contract which designates the lessee as the party responsible for reporting and paying the fuel use tax; and

.010 The lessor has a copy of the lessee's IFTA fuel tax license which is valid for the term of the rental.

Penske reserves the right to cancel this agreement should Customer cease to comply with the above conditions.

CUSTOMER Signature _____ Title _____ Date _____

PENSKE Signature _____ Title _____ Date _____