USF students may only use the business contract XZ42D09 when traveling for official University business.

Rental Procedures for USF Students on Business Travel:

- The rental should be reserved with a USF PCard or an Enterprise/National Direct Billing account number connected to a USF PCard.
- Department should provide student-renters with proof of approved University business (printout of Travel Request (TR)).
- Enterprise/National personnel may contact student’s department to confirm University business for the rental.

This language will be added to the Travel webpage/Rental Car. Please circulate this information and determine the process to ensure compliance within your area.