|  |  |
| --- | --- |
| J:\Function\Branding\- New OMES logo\Horizontal\OMES-logo-horiz-RGB.jpg | Vehicle Rental Account  Paying By Purchase Order or State Purchase Card  |

This form must be filled out to establish a customer account with Enterprise Rent-A-Car.

Please fax back to Enterprise Rent-A-Car at: 405-708-4516

|  |  |  |
| --- | --- | --- |
|       |  |       |
| Agency Name |  | Division Name |
|       |  |       |  |       |  |       |
| Address |  | Suite / Room Number |  | City, State |  | Zip code |
| **Purchase Order:** |  | [ ]  |  | Purchase Order Number: |       |  |
|       |  |       |  |       |  |
| Agency Contact Name |  | Agency Contact Phone Number |  | Agency Contact E-mail Address |  |
| **Purchase Card:** |  | [ ]  |  |  |  |
|       |  |       |  |       |  |
| Purchase Card Holder Name |  | Purchase Card Holder Phone Number |  | Purchase Card Holder E-mail Address |  |
| **Purchase Card Information:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|       |  |       |  |    | / |    |  |
| Name as It Appears on Purchase Card |  | Purchase Card #: |  | Expiration Date: |
|       |  |       |  |       |
| Purchase Card Holder Signature |  | Title |  | Date |

**Billing Information:**       |
| Billing Contact Person |
|       |  |       |
| Billing Phone Number |  | Billing E-mail Address |
|       |  |       |  |       |  |       |
| Billing Address (if different than above) |  | Suite / Room Number |  | City, State |  | Zip code |
| **AGENCY CODE** | *These fields MUST be completed.* |
| Ship To Code: |  | - |    |  | Bill To Code: |     | - |    |  |
|  |
|       |  |       |  |
| Name of the Chief Administrative Officer of the Requisitioning Unit or the Agency |  | Title |  |
|  |  |       |  |
| Signature of the Chief Administrative Officer of the Requisitioning Unit or the Agency |  | Date |  |