

# MEMO

To: All Zilber Ltd. Employees

Date: 03/16/2015

From: Ann Kramer-Haag

## **Re: Avis Corporate Auto Rental Agreement**

---

This is a reminder to all employees traveling for business or personal reasons, who have a need for a rental vehicle that Zilber Ltd. has a corporate agreement with AVIS which provides preferred rental status, discounted rates and collision waiver coverage up to \$3,000. Collision waiver coverage only applies when the vehicle is rented for business purposes on behalf of the company.

This is not an exclusive agreement and employees are free to choose other car rental companies; however when planning a trip, it may be advantageous to check with Avis first. There are many benefits to renting from Avis which are listed below.

- For personal and/or business rentals, please provide the Avis Worldwide Discount (AWD) Number **B932700** to the Avis reservations agent. When booking your reservation, **always** ask for the best rate available. You should make sure the **AWD** number appears on every rental agreement. When booking on-line log in with the AWD number and always use the “lowest rate” category from the drop down menu. This method will give you the best price including the corporate rate if applicable. Call the Exclusive Preferred Service Reservations and information number at 1-800-331-7423 or visit [avis.com](http://avis.com).
- To receive Preferred Service, please complete a Preferred Renter enrollment form. These forms are available at [www.avis.com](http://www.avis.com) under the ‘Cars and Services’ Tab. Chose ‘Membership Services’, then ‘AVIS Preferred’. Be sure to note **B932700** when the form asks for your company’s AWD discount number.
- **Visit the Avis website at [www.avis.com](http://www.avis.com)** for the latest information on additional features and services available when renting with AVIS, such as the Satellite Guidance System, Where 2, and DVD Player rentals!

Using the corporate AWD number guarantees you the best available rate at any given time and automatic “special promotion” rates when those are available with an additional 5% off those rates.

When you sign up with Avis you receive a personal “Wizard number” which links you to our corporate account and assures full credit for each trip taken. This is important as good volume assures us of continued special rates and privileges.

Rental charges are handled individually, i.e. personal charge card, rather than any type of central corporate billing. Business-related charges are submitted and reimbursed in the usual manner. See the business expense policy for proper procedures. If you have any further questions or would like more information, contact Ann Kramer-Haag at 414-274-2452 or toll free at 800-945-4450.

Remember for reservations you may book online at [www.avis.com](http://www.avis.com), or contact your travel agent.

Our Avis Worldwide Discount (**AWD**) number is:

**B932700**

Always remember to include this number on all reservations.