

## **Late Return Policy**

## Objective

Outline the policy regarding late returns of motor pool vehicles at the University of Michigan (U-M).

## Policy

- 1. U-M vehicles shall be returned by the time stated on the vehicle reservation form.
- 2. If the vehicle is returned after the stated time, there will be a charge equal to two days rental for the vehicle for every day it is late.
- 3. If you know that you are running late and may not have the vehicle returned by the stated time, contact Fleet Services at (734) 764-3427 to make arrangements. In most cases we are able to extend the rental period with no penalty.