

PTS Fleet Services has a rental pool for U-M departments that have a need to lease or rent a vehicle to conduct University business both on and off campus. Vehicles may be rented for periods as short as one day, or as long as 5 years. Sponsored registered student organizations may rent U-M vehicles as long as there is a U-M business need to do so. These rentals must be approved by a dean or department head and include such activities as travel to conferences, competitions, field trips or other appropriate educational opportunities that are relevant to current curriculum or U-M mission.

All policies regarding vehicle use and operator requirements pertaining to U-M vehicles also pertain to rental pool vehicles. These policies are outlined under vehicle and operator information on our website.

**Vehicle Type Availability:**

The majority of the rental pool fleet is sedans and minivans. We also have one (1) accessible minivan for transporting up to 3 passengers in wheelchairs. We also have a small fleet of pickup trucks or cargo work vans available to rent on a daily basis.

Our sedans are 5 passenger mid-size sedans such as a Ford Focus or Ford Fusion. Our minivans are all 7 passenger Dodge Grand Caravans. The pickup is a ¾ ton pickup and our work vans are full size cargo work van with seating for 2.

**Daily Rentals**

If you need a vehicle to conduct University business, go to <http://umich.agilefleet.com/> and request a vehicle for the date and time you need.

Daily rentals must be picked up at our office during office hours – Monday – Friday 6:30 am until 5:00 pm. Our office is closed on Saturday and Sunday, so if your rental departure day is during the weekend, you will need to pick up the vehicle on Friday afternoon between 3-5 pm.

**Extended Period Rentals**

If you need a vehicle to conduct University business for an extended period of time, fill out a Temporary Lease form - [http://pts.umich.edu/forms/temp\\_lease\\_request.pdf](http://pts.umich.edu/forms/temp_lease_request.pdf) . Fax lease form to our office at (734) 763-1470.

**Rates**

Daily and monthly rental rates for sedans and minivans are available on our website under U-M Vehicles - Leasing . All lease rates do not include fuel. All daily and monthly rates include maintenance and insurance. Rates for pickup trucks and work vans vary, please contact our office for current rates and availability.

The minimum charge for a vehicle is one day. All rentals are based on a 24 hour clock. Vehicles that are not picked up within 2 hours of the requested departure time on the reservation will be cancelled and can be reassigned.

The vehicle is full of fuel when it is released to the using department and whatever amount it takes to return the vehicle to full after it is returned is what you are charged.

**Parking at Fleet Services:**

There is limited yellow or orange parking adjacent to our building if you need to drive your personal vehicle to pick up your reserved rental pool vehicle. We are not capable of issuing parking permits for daily parking so if you do not have a yearly parking permit, you need to contact Parking Services Customer Services at (734)764-8291 to obtain daily parking permits. There is free parking available at the park and ride lot at Pioneer High School just southwest of the Football Stadium. It is a short 10 minute walk to our offices from this lot. There are special parking arrangements that are in effect during home football games – see parking for home football.

**Parking for Home Football:**

On home football game weekends, parking for personal or U-M vehicles is prohibited in the lot adjacent to Fleet Services in addition to any parking lot south of Hill Street. There is absolutely no parking of personal or U-M vehicles in any U-M parking lots south of Hill Street effective Saturday (game day) at 3:00 am until Sunday at 3:00 am. All vehicles will be towed at the owners expense – no questions asked – it does happen, trust us!