

## Van Rental Options

### **A-1 Leasing Inc (aka A1 Van Rentals) in Phoenix 602-275-7300**

1. Once travel is approved, teacher/coach contacts A-1 for a quote for 12-passenger van rental, either by phone or online <https://a1vanrental.com/>
2. **Quote must include additional insurance.**
3. \*Student travel in a 15-passenger van is prohibited by Federal law.
4. Teacher/coach submits the quote and a requisition for a PO to school secretary (vendor is **A-1 Leasing Inc**).
5. When the teacher/coach receives the PO, they contact A-1 Leasing to **confirm van rental**. If you don't confirm the rental, you have no rental.
6. A-1 Leasing (van rental) will give them a confirmation reservation number.
7. The only rental pick up location is at 2217 E. Washington St. Phoenix, AZ

### **Enterprise Rent a Car**

1. Only 7-passenger vans, SUV's, and sedans are available for student travel, through Enterprise.
2. Enterprise will not rent 12 or 15 passenger vans for student travel.
3. Additional insurance is automatically included in rental.
4. Once your travel is approved, contact Patty Northey to make reservations. You can call her for a quote if needed.

#### **Things needed to make reservation:**

1. Flight information (dates of travel and flight number)
2. Names of drivers, their cell # 's, email addresses, and age if under 25
3. Patty will make the reservations online with Enterprise.

A reservation confirmation (with pricing) will be texted & emailed to each driver. Patty will have copies of the reservations, and will email the teacher/coach with the total for the reservation(s).

Teacher/coach or school secretary will email an account code to Patty (so she can add a line to her District Enterprise PO.)