

CENTRAL UNIFIED SCHOOL DISTRICT - REQUEST FOR ENTERPRISE TRUCK RENTAL

The Rental Request Form and all supporting documentation must be submitted at least **thirty (30) days** prior to the vehicle pick up date in order to allow enough time to reserve the vehicle and create the Purchase Order.

DATE REQUEST SUBMITTED: _____

DATE REC'D BY TRANSPORTATION: _____

SCHOOL/ DEPT./ ORGANIZATION: _____

REASON FOR TRIP: _____

BILL TO:

☐	BILLING CODE:	FU	RE	PY	GO	FN	OB	SI	RP	MG
RENTAL							560021			

CHEVRON CARD: (If you need a fuel card for your (out of town) trip, please list your funding string below.)

FUEL CODE	FU	RE	PY	GO	FN	OB	SI	RP	MG
						430009			

Trip requires board approval ☐ YES ☐ NO If yes, please list board approval date: _____

Trip requires signed Travel Request ☐ YES ☐ NO If yes, please attach signed copy of Travel Request.

TRIP INFORMATION:

Enterprise Truck Rental is located at 1122 N. Abby St.
Hours: M-F 7 AM-5 PM, Sat. 8 AM-12 PM

(Please follow business hours)

	DATE	TIME
Pick Up from Enterprise		
Drop off at Enterprise		

Notes: (Truck type/size and any specific requests.)

DESTINATION(S): _____

All driver's must be cleared prior to submission of this request. Please list the cleared driver(s) below.

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REQUESTED BY: _____ EMAIL: _____ EXT: _____

APPROVED BY: _____ AUTHORIZED BY: _____
Site Administrator Transportation

TRANSPORTATION USE ONLY	Reservation Information

Revised 10/14/26

Vehicle Options: Cargo Vans - Pickup Trucks w/tow - 16', 24' & 26' Box Trucks
All vehicles subject to availability.