

**State of Delaware
Fleet Services
OPERATING POLICIES AND PROCEDURES**

CATEGORY: VEHICLE RESERVATIONS	DATE ISSUED: 1-01-04 REVISED: 07-1-21 REVIEWED: 7/1/21	EFFECTIVE DATE 07-01-21	POLICY NO: VR-4
TITLE: RENTAL RATES			PAGE 1 OF 2

Rates for FY22

Fleet Services Revised Rates

Effective 7/1/2021

Vehicle Type	Monthly Rate @ 11,429 miles	Excess Mileage	Monthly Rate @ 20,000 miles	Excess Mileage
Mid-Size Vehicle	\$271.25	\$0.37	\$513.87	\$0.36
Compact Vehicle	\$189.84	\$0.29	\$387.17	\$0.28
SUV	\$481.13	\$0.53	\$899.93	\$0.55
4x2 Pickup	\$314.38	\$0.42	\$520.32	\$0.36
4x4 Pickup	\$451.04	\$0.49	\$805.70	\$0.49
Cargo Van	\$362.61	\$0.47	\$685.03	\$0.46
Minivan	\$284.41	\$0.39	\$552.70	\$0.38
Lg Passenger Van	\$484.38	\$0.52	\$938.73	\$0.57
Fleet Link Lg Pass			\$578.88	
Fleet Link Minivan			\$574.43	

Note: These Rates represent the most common vehicles. For information on specialty vehicles contact Fleet Services.

Daily Reservation Rate:

Vehicle Type	Daily Rate*	Upcharge Rate**	Cost for each mile beyond 100 miles***
Compact Vehicle	\$9.22	\$11.06	\$0.29
Minivan (VN7)	\$13.81	\$16.57	\$0.39
4x2 Pickup (PU)	\$15.26	\$18.31	\$0.42
4x4 Pickup (4X4/PU)	\$21.89	\$26.27	\$0.49
Cargo Van (VN/C)	\$17.60	\$21.12	\$0.47
SUV	\$23.36	\$28.03	\$0.52
Lg Passenger Van (VN10, VN15)	\$23.51	\$28.22	\$0.52

*The daily rate (above) includes fuel and a daily mileage allotment of 100 miles for out-of-state travel.

**Rate when online reservation portal is not used.

*** An additional charge per mile will be assessed for every mile over the 100 miles per day allotment for out of state travel (see chart above).

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Additional Charges

<u>Abbreviation</u>	<u>Charge</u>
UU	Unauthorized Usage Full Rate of Reserved Vehicle
KK	Kept keys Beyond Reservation Full Daily Rate of Reserved Vehicle for each day keys are kept
DN	Detailing Necessary \$75.00 Minimum
FF	Fuel Flag \$50.00
OG	Out of Gas \$125.00
RC	Vehicle Returned to Wrong Site (including not parking in designated pool site area) \$125.00
EA	Extreme Abuse See Fleet Administrator
LC	Late Cancellation Daily Rate
NS	No Show Full Rate of Reserved Vehicle
Other Charges:	
Lost Fuel Card	\$50.00
Lost Keys	Dealer Price + \$50.00
Damaged or Missing EZ Pass	Transponder Price + \$50.00

*LC – Anything less than 2 ½ hours notice of cancellation before departure or up to 1 hour after dispatch time.

Excess Mileage Rate

Varies by vehicle type. Call Fleet Services for Rates.

UPCHARGE RATE:

A 20% surcharge is applied when a reservation is not made via the on-line portal or mobile app.