

Stock No. \_\_\_\_\_

Initial Here

**\*NO SMOKING IN THE VEHICLE**

LESSEE (PRINT) \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DRIVER'S LICENSE NO. \_\_\_\_\_ STATE \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

INSURANCE AGENT \_\_\_\_\_ PHONE \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

INSURANCE COMPANY \_\_\_\_\_

POLICY NUMBER \_\_\_\_\_ EFFECTIVE DATES \_\_\_\_\_

COMPREHENSIVE DEDUCTIBLE \_\_\_\_\_ COLLISION DEDUCTIBLE \_\_\_\_\_

**Pre-existing vehicle condition notes:**

\_\_\_\_\_ Lessee By: \_\_\_\_\_ Lessee

**THE OPERATION OF THE VEHICLE BY ANY DRIVER UNDER 25 YEARS OF AGE IS PROHIBITED**

MAKE	_____	
MODEL	_____	
LICENSE NO.	_____	
DATE AND TIME OUT	DATE AND TIME DUE IN	_____
DATE AND TIME RETURNED	_____	
RATE PER DAY	DAYS	\$ _____
DAILY RATES BASED ON 24 HOURS FROM DEPARTURE OR ANY PART THEREOF		
ODOMETER READING: _____	OUT	_____
ODOMETER READING: _____	IN	_____
RATE: _____ PER MILE	FUEL LEVEL	_____
TOTAL MILEAGE		\$ _____
		\$ _____
DAY RATE PLUS MILAGE		\$ _____
SALES TAX: _____ %		\$ _____
RENTAL TAX: _____ %		\$ _____
	TOTAL CHARGES	\$ _____
MISCELLANEOUS		\$ _____
	TOTAL CHARGES	\$ _____
DEPOSIT		\$ _____
TOTAL CHARGES LESS DEPOSIT		\$ _____
REFUND		\$ _____

**One Time Credit Card Payment Authorization Form - Rental Deposit**

Sign and complete this form to authorize SEXTON AUTOMOTIVE OF OAK RIDGE to make a one time debit to your credit card listed below.

By signing this form you give us permission to debit your account for the amount indicated on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

**Please complete the information below:**

I \_\_\_\_\_ (full name) authorize SEXTON AUTOMOTIVE OF OAK RIDGE to charge my credit card account indicated below for \_\_\_\_\_ (amount) on or after \_\_\_\_\_ (date). This payment is for a non-refundable deposit on my rental reservation. I understand that if I need to cancel my reservation, I need to give a 10 day notice prior to arrival for my deposit to be refunded.

**One Time Credit Card Payment Authorization Form - Addendum Rental Agreement**

Sign and complete this form to authorize SEXTON AUTOMOTIVE OF OAK RIDGE to make a one time debit to your credit card listed below.

By signing this form you give us permission to debit your account for the amount indicated on or after the indicated date. This is permission for a single transaction only, and does not provide authorization for any additional unrelated debits or credits to your account.

**Please complete the information below:**

I \_\_\_\_\_ authorize SEXTON AUTOMOTIVE OF OAK RIDGE to charge my credit card account indicated below for the amounts listed below regarding the condition of the rental vehicle upon return on or after \_\_\_\_\_.

1. \$200 cleaning fee for smoke or ash odors.
2. Cars to be driven on paved roads only. \$200 inspection and cleaning fee for vehicle driven off paved roads.
3. For additional days of possession, \_\_\_\_\_ plus applicable tax each day will be debited to your credit card listed below.

**Account Type:**  Visa  MasterCard  AMEX  Discover

Cardholder Name: \_\_\_\_\_ Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization is for the goods/services described above, for the amount indicated above only, and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**LESSEE AGREES TO RENT THE ABOVE CAR SUBJECT TO THE TERMS AND CONDITIONS STATED ABOVE AND ON REVERSE SIDE. IMPORTANT - READ BEFORE SIGNING**

In consideration of the mutual promises and covenants herein contained, the undersigned customer rents from the owner the automobile described above, and the customer agrees by his signature herein, to rent the automobile subject to the terms and conditions on the reverse side hereof, which the customer acknowledges to have read and which provisions by references hereto, are incorporated into this agreement.

REPAIR ORDER NO. \_\_\_\_\_ SERVICE ADVISOR \_\_\_\_\_ RENTER'S SIGNATURE \_\_\_\_\_

SOURCE \_\_\_\_\_ OK'D OUT BY \_\_\_\_\_