



### How to rent a car with Avis/Budget

1. Click [here](#) to start the registration.

<https://www.carrental.com/abgPartners/sof/index.html>

**AVIS** **Budget**

the State of Florida's supplier for rental vehicle.

**Pick-up**

FROM

01/29/2026

12:00 PM

**Return**

RETURN TO SAME LOCATION

01/30/2026

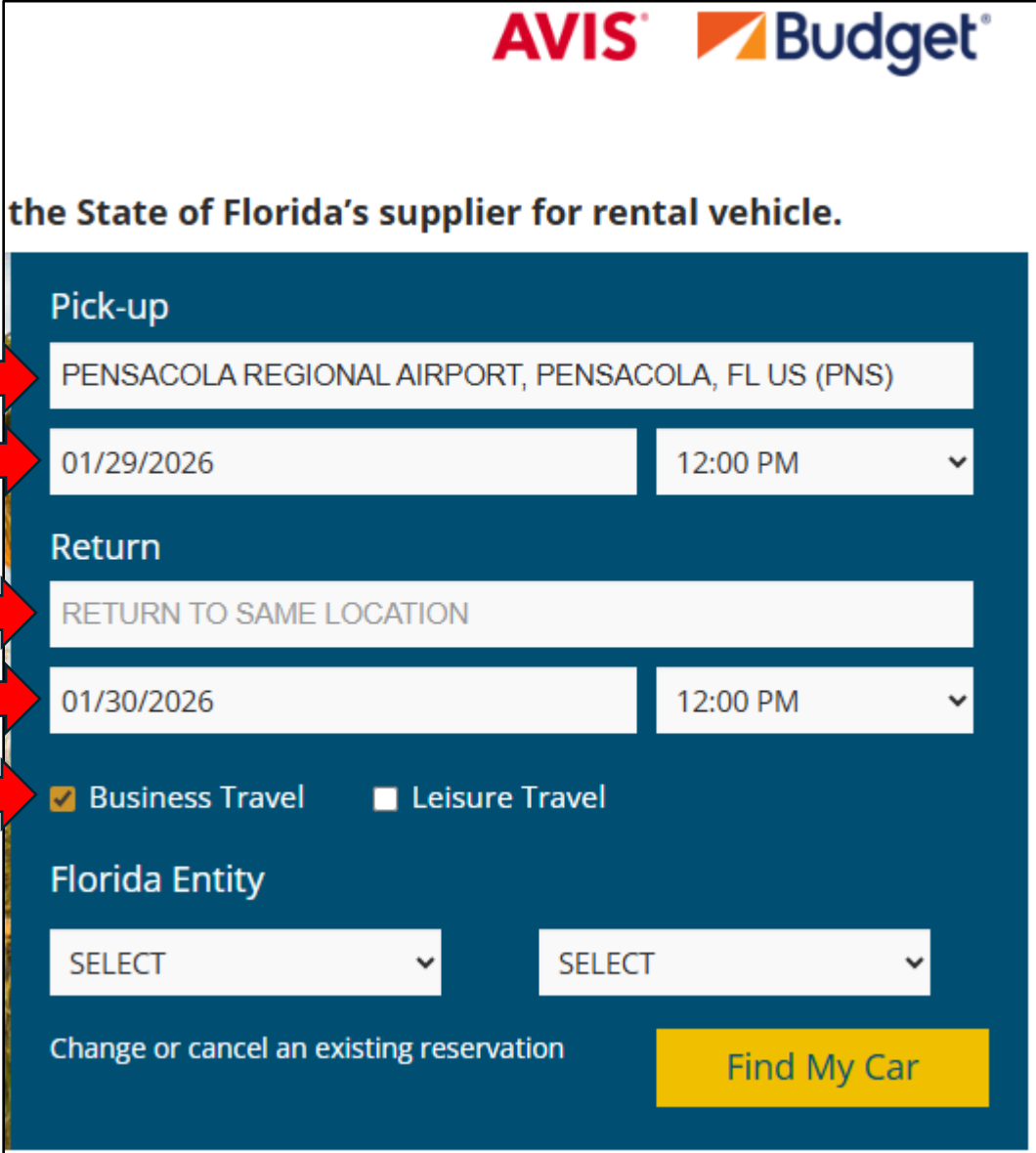
12:00 PM


☐ Business Travel ☐ Leisure Travel

Change or cancel an existing reservation

Find My Car


2. Enter the pick-up and return dates and location information.
  - a. Select the “Business Travel” option box.




**AVIS**  **Budget**


**the State of Florida's supplier for rental vehicle.**


**Pick-up**


 PENSACOLA REGIONAL AIRPORT, PENSACOLA, FL US (PNS)

 01/29/2026 12:00 PM ▼

**Return**


 RETURN TO SAME LOCATION

 01/30/2026 12:00 PM ▼

 ☒ Business Travel ☐ Leisure Travel

**Florida Entity**

SELECT ▼ SELECT ▼

Change or cancel an existing reservation 

- Under the Florida entity section, click the drop-down option arrow and choose the “College and Universities” option.

**AVIS** **Budget**

**the State of Florida’s supplier for rental vehicle.**

**Pick-up**

PENSACOLA REGIONAL AIRPORT, PENSACOLA, FL US (PNS)

01/29/202612:00 PM

**Return**

RETURN TO SAME LOCATION

01/30/202612:00 PM

☒ Business Travel☐ Leisure Travel

**Florida Entity**

COLLEGES & UNIVERSITII

**Division**


SELECT

Change or cancel an existing reservation

Find My Car

- Under the “Division section, choose the drop-down option to select Pensacola State College.

**AVIS**

 **Budget**

**the State of Florida’s supplier for rental vehicle.**

**Pick-up**

PENSACOLA REGIONAL AIRPORT, PENSACOLA, FL US (PNS)

01/29/2026

12:00 PM ▼

**Return**

RETURN TO SAME LOCATION

01/30/2026

12:00 PM ▼

☒ Business Travel ☐ Leisure Travel

**Florida Entity**

COLLEGES & UNIVERSITII ▼

**Division**


PENSACOLA STATE COLL ▼

Change or cancel an existing reservation

**Find My Car**

5. Click the yellow “Find My Car” button.

**AVIS**

 **Budget**

the State of Florida's supplier for rental vehicle.

Pick-up

PENSACOLA REGIONAL AIRPORT, PENSACOLA, FL US (PNS)

01/29/2026

12:00 PM

Return

RETURN TO SAME LOCATION

01/30/2026

12:00 PM

☒ Business Travel

☐ Leisure Travel

Florida Entity

COLLEGES & UNIVERSITII

Division





PENSACOLA STATE COLL

Change or cancel an existing reservation

Find My Car

6. A new page will open with different car options to rent.

a. (Example pictured below)

Pensacola Intl Airport		Thu Jan 29 12:00 PM	>	Fri Jan 30 12:00 PM	CHANGE
Brands: <input checked="" type="checkbox"/> AVIS <input checked="" type="checkbox"/> Budget		Corporate Rates		Filter Results	
		<b>AVIS</b>		 <b>Budget</b>	
	Economy Car <a href="#">Show Details &gt;</a>	\$27.32		\$27.32	
	Compact Car <a href="#">Show Details &gt;</a>	\$27.32		\$27.32	
	Intermediate Car <a href="#">Show Details &gt;</a>	\$29.50		\$29.50	

7. Confirm the pick-up location at the top of the page and dates of the rental.
8. Select the car to rent from the options shown on this page by clicking under the price of the vehicle shown.

Pensacola Intl Airport

Thu Jan 29  
12:00 PM

>

Fri Jan 30  
12:00 PM

CHANGE




Brands: ☒ AVIS ☒ Budget

Corporate Rates

Filter Results

AVIS


Budget

<div><div></div><div><div>Economy Car</div><div>Show Details &gt;</div></div></div> <div><div>\$27.32</div><div><input type="checkbox"/></div></div> <div><div>\$27.32</div><div><input type="checkbox"/></div></div>
<div><div></div><div><div>Compact Car</div><div>Show Details &gt;</div></div></div> <div><div>\$27.32</div><div><input type="checkbox"/></div></div> <div><div>\$27.32</div><div><input type="checkbox"/></div></div>
<div><div></div><div><div>Intermediate Car</div><div>Show Details &gt;</div></div></div> <div><div>\$29.50</div><div><input type="checkbox"/></div></div> <div><div>\$29.50</div><div><input type="checkbox"/></div></div>


9. A new page will open showing the reservation costs in the bottom right corner of the page.
  - a. (It will include taxes, but the College will not be charged taxes, and this part of the reservation will be removed when the reservation is submitted and finalized.)


Pensacola Intl Airport		Thu Jan 29 12:00 PM	>	Fri Jan 30 12:00 PM	<a href="#">CHANGE</a>
<p>If GPS is selected, the cost is the responsibility of the renter.</p> <p>Loss Damage Waiver and 3rd party liability is a component of the rental rate when renting for State business in Florida and at participating Avis or Budget locations in the rest of US and CA.</p>					
Equipment / Services			Reservation Details <b>AVIS</b>		
Additional Driver		<input type="checkbox"/> \$0.00/day	Economy Car <a href="#">Modify</a>		
GPS Navigation		<input type="checkbox"/> \$12.99/day	Hyundai Venue or Similar <a href="#">&gt;</a>		
			Base Rate \$27.32		
			Taxes and Surcharges <a href="#">&gt;</a> \$8.77		
			Mileage Unlimited Free miles		
			<b>Estimated Total \$36.09</b>		
<p>Notes</p> <p>Your rate was calculated based on the information provided. Some modifications may change this rate.</p>					

10. After confirming the base rate is correct, click the blue “Continue” button on the left side of the screen.

Pensacola Intl Airport  Thu Jan 29 12:00 PM > Fri Jan 30 12:00 PM CHANGE


If GPS is selected, the cost is the responsibility of the renter.  
Loss Damage Waiver and 3rd party liability is a component of the rental rate when renting for State business in Florida and at participating Avis or Budget locations in the rest of US and CA.


Equipment / Services	Reservation Details	AVIS
Additional Driver <input type="checkbox"/> \$0.00/day	Economy Car <span>Modify </span>	
GPS Navigation ① <input type="checkbox"/> \$12.99/day	Hyundai Venue or Similar >	
	Base Rate	\$27.32
	Taxes and Surcharges >	\$8.77
	Mileage	Unlimited Free miles
	<b>Estimated Total</b>	<b>\$36.09</b>
	Notes	
	<small>Your rate was calculated based on the information provided. Some modifications may change this rate.</small>	




11. On the next page, you will enter your first and last name and your College email address before entering the P-card information in the payment information at the bottom of this page.

Renter Information

First Name 


Last Name 

State issued email address 

Phone Number (optional)



Cost Control (optional)

Flight Information

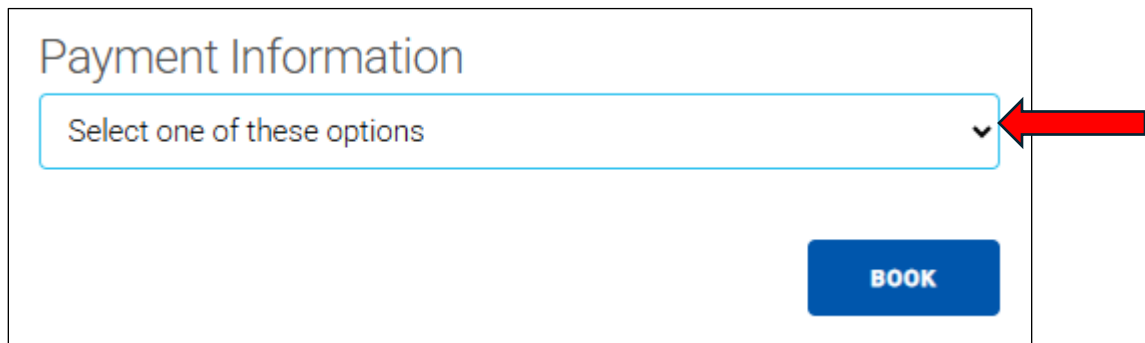
Airline 

Flight (optional)  
Numbers only please

Payment Information

 Select one of these options 

12. Choose the drop-down arrow in the “Payment Information” section.

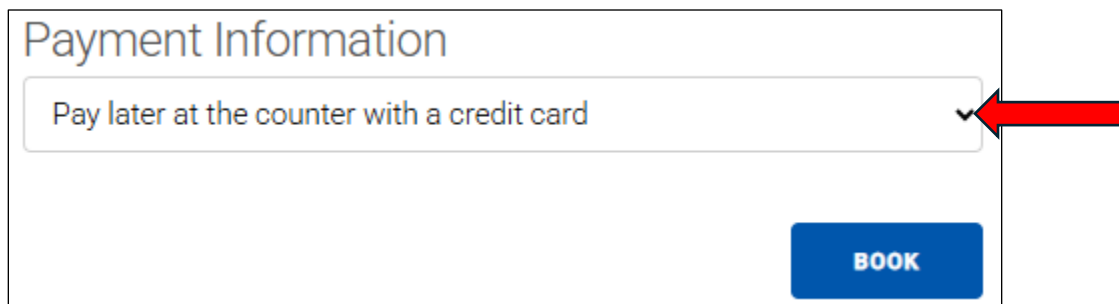


Payment Information

Select one of these options ▼

BOOK

13. Choose “Pay later at the counter with a credit card.”

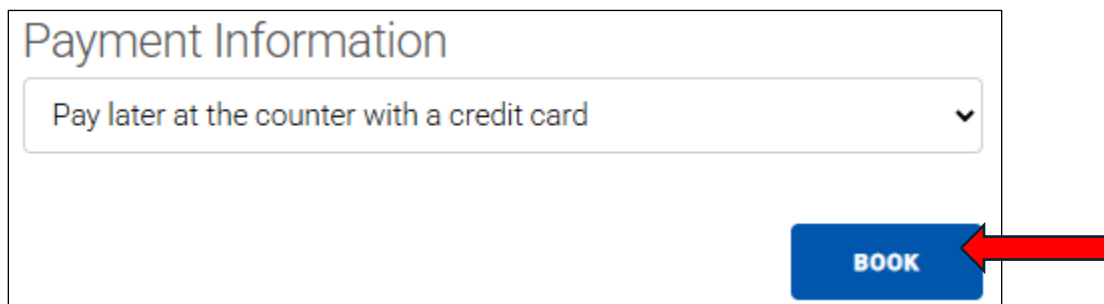


Payment Information

Pay later at the counter with a credit card ▼

BOOK

14. After selecting the “Pay later” option, click the blue “BOOK” button beneath this line.



Payment Information

Pay later at the counter with a credit card ▼

BOOK



15. A new page will populate after clicking the “Book” button. It includes the Avis confirmation number. The reservation summary page also includes “Taxes and Surcharges.”.

- b. The taxes and surcharges will need to be removed when the vehicle is picked up (by the Avis counter representative) when the P-card is charged.

Confirmation Number: 15421692US6

The following was calculated based on the information shown that you provided to us. Changes in pick-up or return locations, car group, optional services, dates or times may change this rate. Renter must meet Avis age, driver and credit requirements. Please refer to the terms and conditions below for details. Note: Your drivers license may be subject to verification at time of rental.

MAKE A NEW RESERVATION

CANCEL THIS RESERVATION

Reservation Details

Personal Information

Name

TEST Pensacola

Modify

E-mail

fyoung@pensacolastate.edu

Modify

Reservation Information

Rate Code

BL

Modify

AWD Number

B133455

Age

25

Country Of Residence

US

Rate Information

Compact Car

Kia Soul or similar

Modify

Base Rate

\$25.00

Taxes and Surcharges

\$11.58

Mileage

Unlimited Free miles

Estimated Total

\$36.58

Notes

Your rate was calculated based on the information provided. Some modifications may change this rate.

16. Print the Confirmation Page.

17. Process completed.