Modifying a Car Segment

Modify a booked car segment when making minor changes such as pick up time.

Step 1: Right click on the Hertz car segment in the itinerary window and select the Modify option.

Step 2: The Car Modify screen appears with the current details. Only change the details that need to be amended.

Step 3: Click Modify button at the bottom of the Car Modify screen to re-book the car segment with the new details.

Note: If changing pick up location and/or name of the driver you MUST cancel and re-book. For Smartcharge bookings to make modifications, you must cancel and rebook the segment.

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Hertz Response Codes

DY	Daily Rate	OSI	Hertz has sent a message	
MY	Monthly Rate		referring to your booking.	
UNL	Unlimited Km/Mi		Please check OSI message.	
.25	25c per extra km		This will appear at the end of a	
RC	Rate Code		confirmation number.	
CF	Confirmation Number	RG	Rate Guaranteed	
CNTR or	Gold Service confirmed. This will appear at	BR	Base Rate	
GOLD	the end of a confirmation number.	WY	Weekly Rate	
WD	Weekend Rate	XD	Extra Day	
хн	Extra Hours	MI	Miles	
КМ	Kilometres	DC	Drop-off charge	
200K	200 free kms per daily rate			

Vehicle Guide

Australia Only	Hertz	CDS	ş	layer	er Steering	se Control	Conditioning	Braking	Airbags	omatic	ne Capacity
Make/Model	Category	Code	Seat	5	Pow	Crui	Air 0	ABS	Dual	Auto	Engi
Economy Auto	A	ECAR	5	•	•		·	•	•	•	1.3L
Compact Manual	В	CCMR	5	•	•		·	•	•		1.8L
Compact Automatic	Н	CCAR	5	•	•		·	•	·	•	1.8L
Compact Green	G	CXAR/CCAH	5	•	•	•	·	•	·	•	1.5L
Intermediate Automatic	C	ICAR	5	•	•		•	•	•	•	2.4L
Standard Automatic	S	SCAR	5	•	•	•	•	•	•	•	2.4L
Standard Hybrid	S2	SDAH	5	·	•	·	·	•	•	•	2.4L
Fullsize Automatic	D	FCAR	5	•	•	•	•	•	•	•	3.5L
Fullsize Premium	Р	PCAR	5	•	•	•	·	•	•	•	3.6L
Fullsize Luxury	F	LCAR	5	•	•	•	·	•	•	•	3.6L
Fullsize Wagon	E	FWAR	5	•	•	•	·	•	•	•	3.5L
Fullsize Sportswagon	E1	SWAR	5	•	•	·	·	•	•	•	3.6L
Special Minivan	М	XVMR	12	•	·		·		•		2.8L
Fullsize 4WD Manual	R	FFMR	5	•	·		·	•	•		4.0L
Fullsize Van	T	FVAR/LVAR	8		•		·	•	•	•	2.4L
Economy AWD Automati	c V	EFAR	5	•	•	·	•	•	•	•	2.4L
Convertible Auto	I	PTAR	4	•	•	•	•	•	•	•	2.2L
Mini Elite	A5	NBAR	4	•	•	•	·	•	•		1.6L
Mini Elite Convertible	15	NTAR	4	•	•	•	·	•	•		1.6L
Prestige Standard	S5	RDAR	5	•	·		·	•	·	•	2.5L
Prestige Fullsize	P5	WDAR	5		•			•	•	·	1.8L
Prestige Sports	C5	WSAR	4	•	·	•	·	·	·	•	1.8L
Prestige AWD	E5	GFDR	5		•			•	•	•	3.5L
Vehicle Matr	ix										
VEHICLE MATRIX C Compact P E Economy R	Premium Standard Elite	TYPE C 2/4 Door C B 2 Door	Car	F 4 Whe X Specia	el Drive	TR A /	ANSMI Automat Manual	SSION ic			

Intermediate	L Luxury	D 4 Door	F SUV	D Auto	4WD	
Standard	X Special	W Wagon				
Full size/4 Door	W Luxury Elite	V Passenger Var	ı	FUEL/	AIRCON	
Fullsize Elite		S Sports		R Yes		
Mini Elite		T Convertible		H Hybr	id Air	
/ehicle Types						
				- · · ·		

To obtain car types and booking codes for a particular location simply access the Description pages for the specific location.

Please Note: The vehicles shown are examples. Specific makes/models within a car class may vary in availability and features such as passenger seating, luggage capacity, equipment and mileage.

Galileo™ Viewpoint™ Cue Card



Agents Priority Desk 1800 55 00 89







Adding a Hertz TACO Number

Enter your 8 digit Hertz TACO number into the Booking Source field.
 Step 1: Click on the Rate Categories tab within the Direct Sell option.
 Step 2: Enter your 8 digit TACO number into the Booking Source field.

Inde Plater Duntomer Tutis Categories Special Or Bato Code: Jour H Booking Source Department Infe: P Default C Layer C Layer blac	E Wee Let al Selected Sel Option Prove Date: 13402/200 Prove Date: 13402/200 Prove Date: 13402/200 Return Time: 8:00 AM
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→ Use to enter a specific rate code.

- Eg WOW for the World On Wheels International prepaid product
- AQI Affordable Non prepaid Inclusive LDW (USA Only)
- XTRA World on Wheels Inclusive USA rate
- AFA Affordabl Non prepaid UK/Europe rate code

Bookings for a Non-Airport location

Step 1: Use the Direct Sell booking option and enter rental details.

Step 2: In the Rental Location section enter the 3 letter city code eg. SYD. Click on the City Locations button and highlight the specific downtown location.

Step 3: Click the Check Availability button to access the list of locations for the city, highlight the required location (see diagram below) and click OK.

Step 4: The list of cars available for that specific location will appear. Again highlight desired car group and click OK.

Step 5: To complete the transaction click the Sell button to book the car.

Remember: all the rental details are displayed in the List of Selected Sell Options box on the right hand side.

	im	Link	Vender	Location	Addam	Distance
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1	100	C - SV1	D Noth Suba	dan	19	
ŀ	2	8	Hett	SYDMET	BO HOTHAH FOE - ARTARHON	124
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Helpful Hints

To enter voucher details and/or additional equipment use the special tab.

Voucher details are entered into the Special Service box. Eg., CO-12345 V16789. (CO- is for Company Order/Billing Reference number).

To book a one way rental, click on the One Way tab within the Direct Sell screen to advise the return location.

To enter in a Frequent Flyer number click on the Customer tab within the Direct Sell Screen.

To add or amend the Hertz #1, Hertz #1 Club Gold or Smartcharge Number to an existing car segment, you must cancel and rebook the segment.

To retrieve approximate total and full rate information, right click on the car segment, select details then click on rules icon.

To retain the vendor remark on the Approximate total line, make on Itinerary Remark.