**Standard TripIt Car Only Template** (begins at TripIt Approved)

**TripIt Approved**

**Booking confirmation # :**

**Booking date :
Booking site name :**

**Booking site phone :**

**Booking site web-page :**

Agency name :
Agency phone :
Agency web-page :

Agency confirmation # :

**Car Information**

Car rental company :
Car rental confirmation # :

Car rental phone :
Driver :
Frequent renter # :
Car type :
Car description :
Pick-up date :
Pick-up time :
Drop-off date :
Drop-off time :
Pick-up location name :

Pick-up location address :

Pick-up location phone :

Pick-up location hours :

Pick-up instructions :

Drop-off location name :

Drop-off location address :

Drop-off location phone :

Drop-off location hours :

Booking rate :
Mileage charges :
Total cost :
Notes :
Restrictions :

**End of Car Information**