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**STATE OF NEVADA  
DEPARTMENT OF ADMINISTRATION  
FLEET SERVICES DIVISION**

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**MEMORANDUM**

May 11, 2022

TO: Fleet Service Customers

FROM: Robbie Burgess, Administrator

SUBJECT: **After-hours Fleet Services vehicles now available at Reno-Tahoe Airport**

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As you may know, employees arriving at Reno-Tahoe International Airport after business hours have been unable to rent Fleet Services vehicles over the last couple of years. However, Fleet Services has initiated a new procedure, now in effect, that changes that, not only saving the State of Nevada in overall travel costs, but also providing improved service to customers.

Travelers flying into the Reno-Tahoe International Airport after hours no longer must rent vehicles from Enterprise or Hertz vehicle rental agencies. The Fleet Services Division now offers the use of state vehicles with after-hours availability, eliminating the hassle of outside rental agencies and their costly fuel charges and airport fees upon return. The Fleet Services Division is not eliminating the use of Enterprise or Hertz rental agencies, but is expanding the services offered by the division.

After-hour rentals are available for vehicle pick-up times outside of the division's 7 a.m. to 5 p.m. business hours Monday through Friday, as well as on weekends and state holidays. Please note that travelers picking up a state vehicle after hours from the Reno-Tahoe International Airport must pay the airport parking fees when exiting the garage. Complete instructions will be provided to all travelers when they make a vehicle reservation outside of standard business hours.

If you have any questions, please contact Fleet Services. Contact information for the Las Vegas, Carson City, and Reno offices can be found on the Fleet Services website at [http://motorpool.nv.gov/Contact/Contact\\_Hours\\_and\\_Location/](http://motorpool.nv.gov/Contact/Contact_Hours_and_Location/).