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ned on the agreement and drivers' licences must be presented to rental agency at
er is required to drive for the majority of the time.

policy does not provide auto liability coverage to rental vehicles in Afghanistan,
tral African Republic, Democratic Republic of the Congo, Guam, Haiti, Iran, Iraq, Israel,
Myanmar (Burma), Nigeria, Pakistan, Russian Federation, Republic of Belarus, Ukraine,
and the Donetsk and Luhansk regions, Sudan, Syria and Yemen. Please
er, Insurance and Risk (ryan.mcgann@queensu.ca 613.533.6000 ext. 74322) if you

Collision/Loss Damage Waiver Procedures

In adherence to the Queen's University [Travel Policy Expense Reimbursement Policy](#), staff, faculty and students renting vehicles on university-sanctioned business must follow the Collision/Loss Damage Waiver Procedures as set out below based on payment method.

Payment Option	Collision Damage Waiver Procedures
Queen's Individual Travel Credit Card (provided to university faculty and staff who may use for payment of rental vehicles with approved student drivers on university-sanctioned business)	The Queen's Travel Credit Card includes insurance coverage for physical damages to rental vehicles on university-sanctioned business. There is a \$-1000 deductible (dependent on the type of vehicle) applied for each incident which must be reported to Travel Card within 48 hrs . Renter MUST Decline the Collision/Loss Damage Waiver (CDW/LDW) from rental agency. NOTE: To avoid being held personally liable, Queen's University MUST be named on rental agreement.
Queen's Departmental Travel Credit Card / Local Enterprise Rental Agency for Departmental Direct Billing (non-TCard)	Renter MUST Accept the Collision/Loss Damage Waiver (CDW/LDW) from rental agency for insurance coverage for all damages. NOTE: To avoid being held personally liable, Queen's University MUST be named on rental agreement.

All other payment options not included above and that are in exemption to the Queen's University Travel Policy are in exemption to the Queen's University Travel Policy.

- x vans, cargo vans or mini cargo vans (other than mini vans as described above);
- x trucks, pickup trucks or any vehicle that can be spontaneously reconfigured into a pickup truck;
- x limousines;
- x off-road vehicles- meaning any vehicle used on roads that are not publicly maintained roads unless used to ingress and egress private property;
- x motorcycles, mopeds or motor bikes;
- x trailers, campers, recreational vehicles or vehicles not licensed for road use;
- x vehicles towing or propelling trailers or any other object
- x mini-buses or buses;
- x any vehicle with a Manufacturer's Suggested Retail Price (MSRP) excluding all taxes ~~five~~ sixty thousand dollars (\$5,000);
- x