



Department of  
Enterprise Risk Management

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\_\_\_\_\_ is an employee at the University of Cincinnati and is traveling on  
university business from \_\_\_\_\_ through \_\_\_\_\_.

While driving on university business, insurance is provided for domestic travel under the University of Cincinnati self-insurance program. The program covers bodily injury and property damage to third parties, and collision and comprehensive loss subject to a \$1,000 deductible payable by the employee's department. Purchase of insurance or additional coverages offered by the car rental agency will not be reimbursed.

In case of an accident, contact the Office of Transportation within twenty four hours or as soon as possible. 513-556-4424 between 7:30 am and 4:30 pm, Monday through Friday.

A handwritten signature in black ink, appearing to read 'Anita Ingram'.

Anita Ingram, ARM, MBA, MTS  
Assistant VP/Chief Risk Officer

