

Bus Driver's Checklist

Friday

- Get keys from the host
- Trade phone numbers with your host _____
- Inspect vehicle exterior
- Inspect vehicle interior
- Log odometer reading
- Depart DCPC
- Arrive Urban Ministries (Map 1)
- NOTE:** If you run into traffic and will be **LATE**, please call **Ron Sheppard to let him know: (336) 210-4445**
- Pick up guests
- Get list of guest from Urban Ministries representative
- IF you have a 2nd DCPC rep with you, have them contact the host with an ETA
- Arrive DCPC
- Provide host with list of guests
- Debrief host on any issues
- Maintain keys overnight

Saturday

- Arrive DCPC NLT 0800
- Vehicle (exterior) visual inspection
- Vehicle (interior) visual inspection
- Meet with host
- Load guests (head count)
- Ensure each guest has a lunch
- Depart DCPC approx. 8:30 am
- Arrive Transit Center NLT 9:30am
- Return bus to parking lot behind Congregation House
- Report any issues or concerns to the host
- Return keys to DCPC administrator's office (RITI envelope can be placed in the slot in the door – interior hallway)

If bus needs gas, use the Cashion's card. Preferred location is the Cashion's at Catawba & 115.

Bus Driver's Directions

Friday: Urban Ministries – 945 N. College Street, Charlotte, NC 28206

Interstate Option

- I-77 South
- I-277, Brookshire Fwy E
- Exit 3A, [Brevard/Davidson/McDowell]
- Left onto N. College
- Get in far right lane
- UMC entrance is to the left at the end of N. College
- Proceed to the end of the turnaround
- Park in front of UMC bldg

Back roads to I-485 Option

- Take Concord Road
- First exit at traffic circle
- Turn left on NC 73
- Turn right on Ramah Church
- Turn left on Hiawasee Rd
- Turn right on Concord-Huntersville Road
- Turn left on Asbury Chapel Road
- Turn right on Eastfield Rd.
- Turn left on NC 115
- Turn left onto I-485
- Merge onto I-77 S
- See “Interstate Option”

Saturday: Charlotte Transportation Center – 310 E. Trade St.

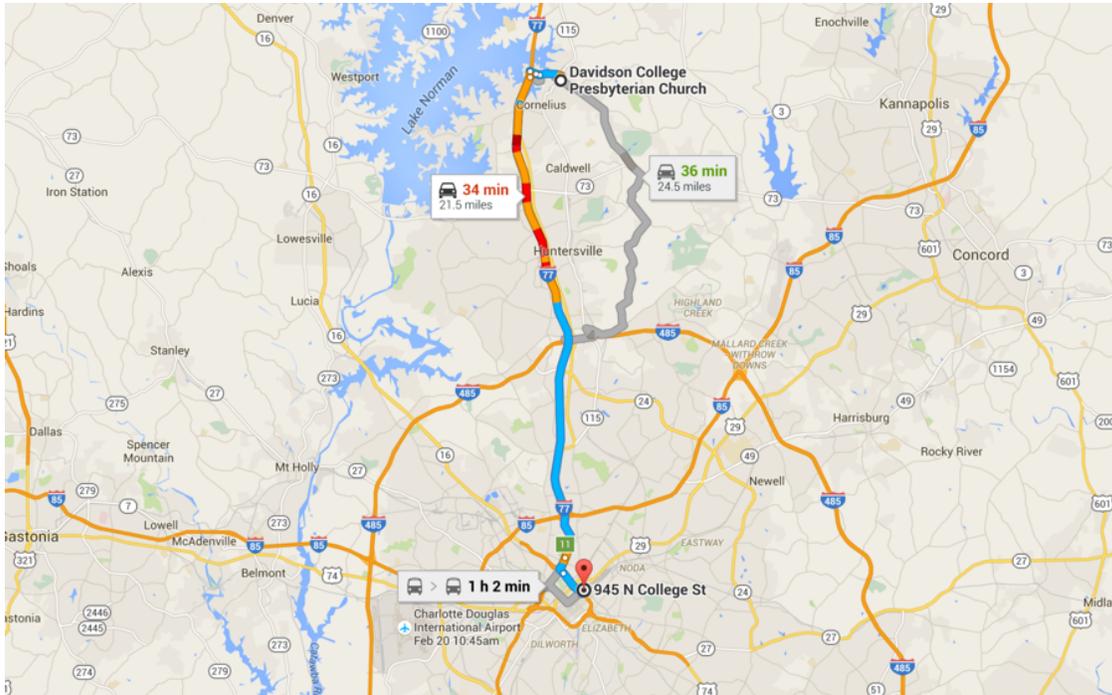
Interstate Option

- I-77 South
- Exit 10B, W. Trade Street
- 310 East trade St.,
 - between East trade and 4th street and N. Brevard and College streets.
 - Drop off on 4th street.

- Use the “back roads” option to get to I-485 if you have a traffic back up on I-77.

Bus Driver's Maps

Friday: Urban Ministries – 945 N. College Street, Charlotte, NC 28206



Saturday: Charlotte Transportation Center (W. Trade ST)

