

## PM TRANSPORTATION CHECK LIST

- \_\_\_ Make sure church office has copy of Driver's License.
- \_\_\_ The church now has only one van, so the van can **NO LONGER** be taken to work on Wednesday.
- \_\_\_ Pick up van keys in Box 14 outside the church office by 4:15 pm, Weds.
- \_\_\_ Leave Kerr Bldg. by 4:30 pm Weds. for pick-up at Urban Ministries Center downtown at around 5:00 pm.
- \_\_\_ Enter beginning mileage in van logbook.
- \_\_\_ Directions to Urban Ministries Center (704-347-0278), located at 945 N. College St., are on website and in van (maps also in van). **Once on UM property, building is on the left. Drive all the way to back of driveway and make a U-turn. Pull to side door and park. Do not park in the parking lot.**
- \_\_\_ Someone should meet you at the van door, but you might have to go in to get neighbors.
- \_\_\_ Center will provide list of guests and any medical problems.
- \_\_\_ **Before departing Center and after ALL van doors closed, make sure list of names matches passengers in van. If not, go into center and straighten out.**
- \_\_\_ Before Departing Center: Advise guests they will be returned to the Charlotte Transit Center - NOT Urban Ministries - by 6:00 am the following morning. If this is a problem for someone, they may want to depart the van before you leave.
- \_\_\_ Also, before departing center, ask if any guests have cars. If so, they will need to follow the van in their car to the church. Explain that they will have to wake up and depart from the church at the same time as everyone else.
- \_\_\_ Just before arriving at Kerr Bldg: Tell neighbors that the Wonderful Wednesday Program for children and adults is going on.  
(Applies only from 2nd Weds in Jan thru Mar).
- \_\_\_ Accompany neighbors into Kerr Bldg. and show them smoking area outside on your way in.
- \_\_\_ Greet RITI Monthly Director and Host Leader. Provide list of neighbors to Monthly Director.

Put Keys in the RITI Notebook in the closet for the morning driver and show Overnight Host where they are .











**Thank You for Serving!**

**Start: Philadelphia Presbyterian Chr:**  
704-545-6172  
11501 Bain School Rd, Charlotte,  
NC 28227, US

**End: 945 N College St**  
Charlotte, NC 28206-3200, US

**Notes:**  
EVENING PICK-UP OF NEIGHBORS AT  
URBAN MINISTRY CENTER.

Note: Look for Urban Ministry Center sign on  
fence at end of N. College St.

Directions	Distance
<b>Total Est. Time:</b> 20 minutes <b>Total Est. Distance:</b> 12.45 miles	
 1: Start out going NORTHWEST on BAIN SCHOOL RD toward THIRTY FIVE FOOT ST.	0.2 miles
 2: Turn LEFT onto MATTHEWS MINT HILL RD / MATTHEWS-MINT HILL RD / NC-51.	0.3 miles
 3: Turn RIGHT onto LAWYERS RD.	4.4 miles
 4: Turn LEFT onto ALBEMARLE RD / NC-24 W / NC-27 W. Continue to follow NC-27 W.	5.9 miles
 5: Stay STRAIGHT to go onto US-74 W.	0.3 miles
 6: Merge onto I-277 N / E BROOKSHIRE FWY / NC-16 N.	0.4 miles
 7: Take EXIT 3B toward NC-49 / DAVIDSON ST / BREVARD ST / TRYON ST.	0.1 miles
 8: Stay STRAIGHT to go onto E 12TH ST.	0.3 miles
 9: Turn RIGHT onto N COLLEGE ST.	<0.1 miles
 10: End at <b>945 N College St</b> Charlotte, NC 28206-3200, US	
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