



## Van Process

### Evenings arrive Bethel UMC no later than 7:25pm to retrieve the van.

Assist the overflow Security Officer in the role-call prior to leaving. Take two copies of the sign in sheet each day. One is given to the overflow security officer and keep the other in your logbook. The logbook remains in the van.

- **Evenings: 7:30pm-9:00pm. From Bethel to overflow 2 trips if necessary.**

On Sunday, Tuesday, Thursday and Saturday odd number guest will take the first van. On Monday, Wednesday and Friday even number guest will take the first van. Return the van to Bethel UMC when all overflow guests have been dropped off.

### Mornings arrive Bethel UMC no later than 6:15am to retrieve the van.

Assist the overflow Security Officer in the role-call prior to leaving.

- **Mornings: 6:15am-7:45am. From overflow to Bethel 2 trips if necessary.**
- **If requested drop off guest at My Ride Transit Hub, 150 Laurel St, Rock Hill, SC 29730.**

On Sunday, Tuesday, Thursday, and Saturday odd number guest will take the first van. On Monday, Wednesday and Friday even number guest will take the first van. Return the van to Bethel UMC when all overflow guests have been dropped off.

- **Sunday Mornings Only: 6:30am-8:00am. From overflow to Bethel 2 trips if necessary.**

Return and/or leave the van to Bethel UMC when all overflow guests have been dropped off.