

# Driving Tour Leader Notes



## Check-in

- Get everyone to sign PCA event waiver
  - Separate waiver form for minors; parent/guardian signs form for minor
- Distribute Driving Directions (one per car)

## Drivers Meeting

- Introductions; Thank-you's to all who helped plan the event
- Ensure that everyone has signed the waiver form (including passengers!)
  - The waiver protects participants in the event of a medical issue on the drive (but not collision damage)
- Announce that the PCA Certificate of Insurance is available for anyone to review
- Ask new members to introduce themselves & identify the car they are driving
- Ask if every car has a copy of the driving directions
- Identify Lead cars and Sweep cars for each driving group; identify drive team members
- Provide an overview of the route: planned stops, things to look out for, etc.
- Safety considerations
  - We will obey all traffic laws, including speed limits
  - Do not drive beyond your comfort level, but don't lag behind; do your part to help ensure the group stays together as much as possible
  - If you get separated from the group *do not drive unreasonably fast to try to catch up*. The group leader will slow down or stop along the route as necessary to keep everyone together
  - *No slingshotting!* (i.e., slowing down, then accelerating to go faster than the group pace)
- Stay together, follow the leader, even if they make a wrong turn — "Get lost as a group, get back on track as a group, get to the destination as a group"
- At intersections where multiple lanes are present, fill all lanes, then fall in behind your Lead car when safe to do so
- *Pay close attention to the driving directions. You may become separated from the group (at traffic lights, e.g.) and you may become the lead for those behind you until you can reconnect with the main group.*
- Use turn signals well in advance of a turn, freeway exit, etc.
- Sweep car responsibility is to ensure no one gets stranded along the route without a plan for assistance; they will use *reasonable measures* to help keep everyone on track, but if you make a wrong turn they won't chase you down for miles to get you back to the group!
- Passing: Pass with care, don't pass illegally — no passing on double yellow lines! If you do pass, keep going forward to make space for the cars behind you.
- If you pass the lead car you are considered to have left the event and you are on your own (i.e., no one will be responsible for getting you back on the route should you miss a turn or stop; insurance may no longer protect you)
- If you choose to leave the group let the leader or sweep car know (provide cell phone nos. to contact lead/sweep cars if not included on driving directions)
- *Reset your trip odometer to Zero! Odometer reading is the cue for each turn.*
- Please drive with your headlights on. It is very helpful to your group drive leader, for keeping track of the group
- Solicit a volunteer to write an article for *Going Places*
- A link to upload photos of the event to the AZPCA photo site will be provided
- Questions?
- Identify again the Lead and Sweep cars for each driving group; *"Have a fun, safe drive!"*