



Jorge Crespo- 772-985-0546

## Limo and Limo Doors

### Event Timeline

3:00-4:30- Volunteers arrive and register.

5:00- 6:00- Guests arrive and begin checking in. Guests will either begin their night in prep or in the queue for the limo.

5:30- Red carpet and main doors open

6:00-8:00-Remain in position until no further Guests arrive for a limo ride or until 8:00 p.m. when the limos are set to leave. (Limo has indicated they can stay longer if necessary)

8:00-8:45- Guests should not exit out the side doors for any reason.

9:00- Event ends and all Guests will exit. Guests leaving by group home will gather at the limo door. Assist with group home exits.

### Job Description

As a part of our Security Team, your job is to keep the event flowing safely. After registering and being paired with a Buddy, Guests will start their night in line for the Limo or enter the Guest prep area. Only allow as many Guests as can fit in the ready limo to exit the building at a time (10). Assist Guests into the limo. Buddies should not be entering the limos unless their Guest physically requires them to do so. Help Guests exit the limos and return to their Buddies.

### Team Lead

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