

## Lesson 14 - WEDDING RUNS

Most weddings are scheduled for a Friday, Saturday, and Sunday or on holidays like Labor Day or the 4<sup>th</sup> of July. **Saturday is the most common day** for weddings, probably because more people are off from work, so they can attend without taking time off the job.

In addition, family members and relatives . . . .



. . . . who live out of state can travel the day before, attend the wedding and return to their hometown on Sunday without missing any work.

Reservations for limousine services are usually arranged weeks or even months before the wedding date, unlike most other types of reservations, which are often arranged on shorter notice.

### 14.1 Different Sized Limousines Used for Weddings

When driving for weddings, you will find yourself using a variety . . . .



. . . . of **different kinds of vehicles** from a sedan to a 6-Pak, 8-Pak or 10-Pak.

Some wedding clients ask for white limousines or what is called a “**tuxedo limousine**” which is a vehicle with a black vinyl top on a white car. Of course you will see just about all colors of limousines for weddings such as black, silver and dark blue.

### 14.2 What Drivers Wear for Weddings

Limousine companies most often want their drivers to wear a tuxedo for these runs as indicated in the “What to Wear Section of this Manual”. To be properly attired you will need a cummerbund and matching bow tie, preferably these items should be **black in color**.

Some limousine companies will allow a driver to wear a black suit for a wedding occasion, but never wear a sport clothes outfit.

Always **wear well-polished black shoes**, preferably a plain cap-toe or wing-tip shoe. If you do not presently own a pair and you cannot afford to buy any new shoes just go with what you have for the time being as long as it's black and meets the approval of your company. As I've said

before wait until you're hired before making any purchase of shoes or clothes because your new company may allow you some leeway on your wearing apparel.



**Professional Chauffeur Tip** - Make sure your shoes are always clean and well-polished. Keep your dress shoes in good shape by having the soles or heels replaced when they get worn out.

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### 14.3 Saturdays Mean Multiple Dress Codes

Since Saturdays can be a very busy day, you may find yourself driving for a three-hour funeral at 9:00 a.m., then at 2:00 p.m. you will be booked for a three-hour wedding and at 7:00 p.m. you will be picking up a client at the airport.

Finally, at 9:00 p.m. you might be booked for a nightlife run, which may last until 4:00 a.m. Of course a driver doesn't have to accept that much work for one day. But **Saturdays can really be long days** in the limousine business and this is the day you can rake in money.

In this example you will be driving in **four different events**, which require different attire. For instance drivers should **never wear a tuxedo for a funeral**. So, on these days with multiple events do limousine companies allow drivers to wear one outfit to drive all the events? Well yes. . . . sometimes a company will allow drivers to wear a conservative black suit for all these events.

In other cases you will wear a suit for the first event and bring your tuxedo with you, so you can change into it for the wedding. Then, you could wear the tuxedo the rest of the day or change back into a suit. I think you get the picture. Sometimes you can go home and change outfits, but usually time will not permit you to make **wardrobe changes** at home. Other times drivers can make wardrobe changes on the road at a filling station or hotel restroom.

Generally speaking your different outfits are kept in the driver's compartment and in some cases the stretch has some type of provision for storing these items. If not just fold your outfit items and place them on the passenger seat in the driver's compartment.

If you have some type of garment bag for suits it will keep you attire clean when storing them in the vehicle and particularly if you use the trunk to store your outfits. But storing your personal items in the trunk doesn't always work out since your clients may want to store their items there like flowers, clothes, etc.

### 14.4 Getting Your Vehicle Ready for the Wedding

Wedding runs require the company to provide ice and glasses for the event. If you have just completed an earlier run, your first task is to **check the client compartment** to see if it is clean.

If any glasses . . . .



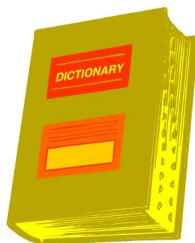
. . . . have been dirtied up, you will have to stop somewhere to wash the glasses and at the same time, **fold and place new napkins** into the glasses. Make sure to follow the instructions I gave you earlier in cleaning glassware

Make sure to vacuum the carpets and seats if they need it. If you can merely pick up the larger pieces of dirt or trash with your hands, you may not have to vacuum the client compartment. When vacuuming is called for if your vehicle doesn't have a portable one, stop by one of the convenience gas stations, which usually have a coin-operated, self-service vacuum.

Do not forget to check the client compartment's interior windows and mirrors to make sure they are clean and remove any debris from the cigarette ashtrays. Then, make sure to **purchase the ice** at a convenience store and load it into the ice compartments. Now you are ready to begin the wedding run.

## 14.5 What You Need To Know About Wedding Parties

A good place to start is with the definition of a "Wedding Party" as defined in the appendix. Here is that definition:



*This term is used to identify the primary members and participants in the wedding ceremony and distinguishes them from the invited guests who are just attending the wedding service. The wedding party generally consists of the bride and her maids of honor, the groom and his attendants, the mothers and fathers plus close relatives of the bride and groom and close friends of both sides.*

The above definition covers a wide range of wedding events from a simple ceremony with just a few participants to a very complicated event encompassing 100 to 200 people including the wedding party and invited guests.

**Every wedding has a person responsible for organizing all the details** over the many weeks and months leading up to the actual day of the event. In a simple wedding that person can be the bride herself or her mother.

For the very large weddings a **wedding planner or consultant is hired by the bride's family** to plan, handle and coordinate all the details from the get-go, once a wedding day is set. When

a wedding planner is involved limo drivers generally receive their specific instructions from this person right before, during and after the ceremony. In fact, the wedding planner is usually responsible for contracting the limousine service with your company.

So the size of the wedding and the makeup of individuals . . . .



. . . . in the "wedding party" will in large measure determine the number of limousines and drivers participating in the event. Therefore, weddings require 1-car, 2-car, 3-car or 4-car limousine service.

And essentially what determines how many limousines are ordered depends on whether the wedding is a "Simple Ceremony" or a "Middle-sized Wedding" or a "Large Sized Wedding Event". In addition, clients will not always contract for full service, but will request partial service from the limousine company. We will cover this in more detail later.

Okay, let's move on and explore in more detail how this all works.

## 14.6 The Menu of Limousine Services for Weddings

Weddings can last many hours from start to finish as it proceeds through the various stages of activities. And **if limousine drivers are used from start to finish . . . . the bill can be quite expensive**. Furthermore, the schedule of events usually breaks down . . . . and pretty soon everything is running late, which adds additional costs for limousine service.

Here is a breakdown of the various stages . . . .



. . . . of a large wedding providing a Full Service Menu from a limousine driver's perspective:

1. Pickup Bridal and/or Groom party at residence and transport separately to wedding location.
2. Pickup Bride's and/or Groom's family and/or relatives at residence and transport separately to wedding location.
3. Pick up relatives and/or close friends at residence and transport to wedding location.
4. Driver(s) standby for Pre-Wedding Preparation and the Wedding Ceremony.
5. The Primary (Senior) Driver assigned to the wedded couple stands by after the wedding while wedding pictures are taken and may drive the couple to another location for more wedding pictures at a park, beach or special scenic location.

6. The Secondary Driver(s) transport the remaining "wedding party members" to the Reception Location upon the conclusion of the wedding ceremony.
7. The Primary Driver transports the wedded couple from the "picture taking location(s)" to the Reception Location.
8. All Drivers stand by at the Reception Location till the activities are concluded (1-4 hours) or the Drivers are discharged from further participation.
9. The Primary Driver transports the wedded couple from the Reception to the Airport for departure on their honeymoon or to a local hotel.
10. The Secondary Driver(s) transport all remaining "wedding party members" from the Reception to the original pickup location.

As you can see from that breakdown a large, Full Service wedding involves a lot of steps, which requires a considerable amount of the driver/vehicle time and expense. Frankly, most clients even very wealthy ones don't like paying for standby time or Full Service.

Consequently, most clients **will order Partial Service to keep the expenses down (but the pay is still good)**. In the remainder of this lesson I will cover more of the details about how this all breaks down, so you have a good understanding of a driver's responsibilities in different types of wedding events.

## 14.7 Limousine Services for the Typical or Basic Wedding

**Most weddings do not use any limousine service at all . . . .** usually because of the cost. When limousine service is ordered for smaller weddings it's most often a one-car event. Here is an overview of the steps a driver goes through.

The driver picks up the bridal party at a residence and transports them to the church or wedding location; the driver stands by for the wedding ceremony and picture taking activities; then, the driver picks up the wedded couple after the wedding ceremony and transports them to the reception where the couple is dropped off.

After the reception, which generally lasts anywhere from 1 to 4 hours, the driver returns to pick up the wedded couple . . . .



. . . . and transports them to a hotel or the airport, so they can depart for their honeymoon.

When a wedding is a two-car event the 2nd driver is usually assigned to pick up the groom's party at a residence and transports them to the church or wedding location. The 2nd driver may follow the same routine as the 1st driver or the 2nd driver may simply drop off the groom's party and then, is discharged; this run turns out to be a 1 hour, Pick and Drop for the 2nd driver.

The 2<sup>nd</sup> driver is no longer needed because after the wedding the groom will then travel in the 1<sup>st</sup> stretch with the bride and the groom's party usually breaks up at this time to travel to the reception in private vehicles with their own family members or friends.

Large weddings may use 3 or more limousine vehicles and are called "multi-car events". These weddings pretty much follow the procedures and routine already outlined with a couple differences.

That means **large weddings usually involve some element of "driver and vehicle staging"** and the limousine company will ask a senior driver to coordinate the other driver activities on the road during the wedding function.

## 14.8 What You Need to Know About Multi-Car Wedding Events

Large weddings with 100 to 200 invited guests become multi-car events because so many people are involved.

Since historically the bride and groom traditionally are not supposed to see one another right before the wedding . . . . at least two vehicles will be required to separately transport their wedding party members from different pickup locations.

The **wedding party** for a large wedding ceremony is basically made up . . . . .



. . . . of the bride and the bride's maids, the groom and his attendants, the parents, immediate family members, relatives and close friends of the bride and groom.

As you can see, the wedding party can easily consist of 25 to 36 members who are to be transported by the limousine service. Usually both the bride and the groom's parties are assigned a stretch limousine, then 2 more limousines are required to transport the remaining wedding party members.

In this example 4 stretch limousines would probably be required to transport all the members of this wedding party and would include an 8 Pak limousine each for the bride and the groom's party and two 10 Pak limousines to carry the remaining wedding party members.

Most likely one 8 Pak limousine would be sent to the groom's residence to pick up his party for transfer to the wedding location. The remaining 3 limousines would probably be sent to the family residence of the bride to pick up the bridal party, the mothers and fathers of the bride and groom, plus other family members and relatives.

All 3 limousines would then **transport the entire party to the wedding location "in procession"**.

## 14.9 About "Staging and In Procession Driving" for Weddings

Oops . . . . . I kind of got ahead of myself . . . . . so let's back up to the point before the 3 limousines arrived at the family residence.

You see for professionalism's sake . . . . . most limousine companies want all 3 vehicles to arrive at the same time at the family residence for the pickup. The drivers of all three vehicles will most likely be coming in from other runs to meet up for this event.

So rather than having the drivers show up at different times at the family residence, the dispatcher will ask each driver to converge or meet up at a different location . . . . . and then, drive to the family residence "in procession" so all the vehicles arrive at the same time.

Therefore, the dispatcher will select a meeting location . . . . usually a large parking lot at a mall or something like that so the drivers can meet up. This location is sometimes referred to as a "staging area or a staging point".

The **dispatcher will usually select a senior driver who is placed in charge** of the other drivers for this large wedding event. The senior driver determines the order of the limousine vehicle lineup and will coordinate and communicate with the dispatcher and "wedding planner", plus he or she will take the point in each procession.



**Professional Chauffeur Tip** - Multiple car events are usually coordinated by dispatchers who brief all the selected drivers prior to the event. Also, instructions for the event are usually spelled out on each driver's Trip Sheet.

Dispatchers typically select a senior driver to coordinate the activities of the other drivers on the road for the event. However, the client (or wedding planner) is usually the final authority on vehicle lineups and other details (which can often change from the original instructions) and the senior driver communicates any updated instructions he receives to the other drivers during the event.

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So for a multi-car, procession event the vehicle lineup is almost always set up at a staging location where there is plenty of room for the stretch vehicles to maneuver.

Otherwise, if all the drivers arrive separately at the pickup location the vehicle lineup has to be setup in the narrow street and then . . . .



. . . . you have to contend with traffic conditions, which becomes a safety issue possibly resulting in an accident or injury.



As you can imagine at the pickup location the **vehicles will not have any room to maneuver** very well and furthermore, a lot of time can be wasted jockeying cars around under these circumstances. In addition setting up the lineup at the pickup location wouldn't be the professional way to accomplish that task.

Okay . . . . enough about large, multi-car weddings. Let's walk through each step of a simple wedding to familiarize you with the procedures.

## 14.10 Walking You Through a Typical One Car Wedding

Most weddings require the limousine to be booked for a **minimum of three hours**.

Let's say the wedding ceremony begins at 1:30 p.m. and you are scheduled to pick up the bridal party at 12:45 p.m. at her parent's home in a 10-passenger limousine. You arrive at 12:40 p.m. at the pickup point having already set up ice in the vehicle.

You go to the front door, announce your arrival . . . .



. . . . and introduce yourself. When the opportunity presents itself, congratulate the bride and her mother, plus anyone else that's appropriate. Remember . . . . you don't want to miss any opportunity to receive a good tip after the service.

After the exchange of pleasantries, ask to meet the person in charge at the pickup location, so you can reconfirm the plans and instructions. Make sure to ask for a briefing on the picture taking arrangements (more about that later).

At this time you'll find out about any **last minute changes**, which may not have been passed along to your company, and therefore, your instructions need to be updated.

One common last minute change . . . .



. . . . is the location where the reception is being held.

Let's say your Trip Sheet indicates the reception is being held at the Knights of Columbus Hall, but the client cancelled those plans without telling your company and now the reception is being held at the XYZ Community Hall.



If you do not know where the XYZ Community Hall is located, do not be concerned about this change right now. While you're waiting for the wedding ceremony to end, **you'll have plenty of time to contact your dispatcher for directions.**

If the dispatcher doesn't know where the location is, simply ask the bride and groom as you leave the church. You can also call other drivers to ask for directions if you have their phone number.



**Professional Chauffeur Tip** - As you get established with your company it's a good idea to get the cell phone numbers of other drivers as from time to time you may have occasion to contact them for advice (only if you trust their advice) and also, to have their number for multi-car events, so you can communicate in procession if you company doesn't use 2 way radios.

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Incidentally, if the limousine services haven't been prepaid by the client or the wedding planner now is the time to collect for them. Check your Trip Sheet to see who ordered the service and ask around to find that person (it's usually not the bride, but a mother or father). The best time to **collect for the run** is before everything gets started and that's means when you first arrive.

If you wait to collect I can tell you it can be challenging . . . . because everyone is scurrying around getting prepared for the event and not wanting to stop long enough to settle up with you. So just take my advice on this one, no matter how inconvenient it may seem.

You see once you get your wedding party members to the church for the ceremony, everything becomes . . . .



. . . . even more rush, rush, rush.

So in your own words tell the client this is the best time to take care of the financial details.

Read off the financial information to the client saying "Your reservation shows you will need the vehicle for 3 hours at \$85 an hour plus a 20% gratuity for the driver" (remember . . . the gratuity is your wages for your time and doesn't include a tip). Then **have the client sign** the sheet at the designated area, which confirms what you have just stated and finalize the collection following your company's procedures.

Also at this time you can inform the client that if they wish to extend the time of the run and if the vehicle is not already booked immediately after the wedding event, you can stay for extra time.

At this point, you have now completed the paper work and have collected for the run. You have also reviewed the Trip Sheet with the client to make sure your instructions match the client's expectations.

Ask if the bridal party would like to stock the vehicle with champagne, beer or soft drinks. By the way, when a bottle of champagne . . . .



. . . . is brought into the vehicle so the bride and groom can drink it after the ceremony on the way to the reception, the driver should be sure to **ice the bottle down immediately**.

Now is the time for you to mention that the vehicle has **ice on board**. If the clients want to stock the vehicle with drinks, ask if you can carry anything to the car. If the clients prefer not to stock the car with drinks, you should return to the vehicle to wait by the curbside of the rear door for your clients to enter the vehicle (**don't hang around in their home . . . you'll just be in the way**).

Let's say you are handling the bridal party, which is comprised of the mother, the father, the bride, the maid of honor and three bride's maids and two small children who are the ring bearers. When loading the group, let the young children get in first, then the bride's maids, then the mother and father and finally the bride and the maid of honor.



**Professional Chauffeur Tip** - Older and physically handicapped people have more difficulty getting in and out of stretch limousines, so place them in the vehicle last, if possible. Always follow the previous advice about how to load people in the right order when handling clients in stretches.

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For your information the **maid of honor will enter last** after she has helped the bride get seated in the vehicle. The bride usually has some difficulty getting into the limousine because her balky dress gets in the way. You might give her some helpful instructions like its **best to sit down first and then swing your legs in**.

You or someone else will have to help gather up the long train for the bride, so it doesn't get dirty or torn. **Watch out for the dirt and grease on the door latches to make sure the bride's dress doesn't swipe it and soil her dress**. Once everyone is in the vehicle, you now drive the bridal party to the church.

Sometime before arrival at the church . . . .



. . . . ask the bridal party where they wish to be dropped off as there can be several drop points at the facility.

Most often the bridal party will be entering the church from a **side or back-entrance**, rather than the front entrance. The bridal party is usually placed immediately in a staging area for the event which is a dressing room used prior to the ceremony. Sometimes the bride and members of her party will arrive at the church in casual clothes and then, complete dressing in their formal attire prior to the wedding. That means a lot of clothes will be stored in the stretch and they will have to be carried into the church, so **make sure to offer to help with those clothes**.

Just before you reach the church, ask if the bride will be remaining in the car while another member of the bridal party checks to make sure the groom will not see her before the ceremony. It's **considered bad luck** for the groom to see the bride prior to the ceremony. Some brides and their mothers are very fussy about this little detail, so make sure to ask about this.



**Professional Chauffeur Tip** - While the bridal party is waiting in the vehicle before entering the church, leave the car running and the main power switch on so they can enjoy the air conditioning or heating and the radio or television.

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At this time, ask where you will be picking up the bride and groom after the ceremony. In this example let's assume when the ceremony is over you will be picking the bride and groom up at the **front entrance of the church**. However, you need to clarify the pickup location at this time.



**Professional Chauffeur Tip** - Most weddings that include limousine service also hire a professional photographer or have a photographer friend take pictures and/or videotape the complete wedding ceremony beginning with the bride's arrival and ending with the wedded couple departing from the reception. So the photographer and videographer may wish to take pictures of the bride and her bridal party while they wait in the car before entering the church for the ceremony. A good policy is to ask the bride or her mother on the way to the church about what arrangements have been made for photographing and videotaping the ceremony . . . that way you avoid any surprises and are fully prepared.

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When the bridal party departs from the limousine, you will be helping them at the rear door of the vehicle. Again **make sure the bride doesn't tear her dress or get it dirty exiting the vehicle on the door latch**. Because bridal dresses have so much material in them, the bride can stumble getting out of the vehicle, so always **stand nearby to help her**.

After the bridal party has cleared the vehicle the next step is to drive your vehicle to the pickup point and position it so the bride and groom can walk directly to the rear curbside door after the wedding. Of course if the pickup point is where you are presently parked just remain where you are and **power down the client compartment, turn off your vehicle** and begin your clean up procedures.

If you need to wash glassware . . . .



. . . . look for a restroom to complete that task.

If the bride has brought a **bottle of champagne, make sure it is iced down**, so the contents will be cold by the time the wedding is over.

The **wedding ceremony itself usually lasts about 20-30 minutes** ending with the bride and groom walking out of the church most often from the front door for the usual "departing from the church ritual" with the attendees forming a congratulatory corridor. During the "departing from the church ritual" you should be standing at curbside by the rear door ready to help the wedded couple into the limousine.

But wait a minute . . . . you're probably thinking I forgot to tell you about powering up the vehicle to prepare the client compartment for the wedding couple's departure. No, not really . . . chances are you're not going anywhere for a while because we have pictures to take after the ceremony. You see the wedded couples walk to the stretch is just staged as part of the ritual for the attendees and for the photographers and the videographers to capture the moment.

### ***“Oops . . . . Limo Driver Mistake” Waiting Till After the Ceremony to Position Your Vehicle for Pickup***

*Before the people attending the wedding begin to walk out after the ceremony, you should have already moved in & staged your vehicle at the spot where you will pick up the bride & groom. If you wait until everyone walks out after the ceremony is over you can expect some difficulty moving the crowd out of your way to position the vehicle. Or if you wait too long before positioning your vehicle at the pickup point, someone else attending may have already parked in that location, which means you will have to locate the owner & ask them to move.*

Okay, let's talk about what typically happens after you begin seeing attendees filtering out of the church after you believe the ceremony has ended.

In some cases the people attending the wedding . . . .



. . . . do not wait to congratulate the couple, but they leave the church for the reception location immediately after the wedding ceremony.

Now do you remember earlier that I suggested you get a briefing on the picture taking session before dropping the bridal party at the church? You see . . . this is where that knowledge is going to pay off.

One of the questions you should have asked the bride is if she wanted you to power up the vehicle so the heat/air conditioning could reach a comfortable level even though the couple would be returning to the church for a photo session.

**Why? Because the Photographers and Videographers take over now. . . .**



. . . . and if they want to start taking picture in the vehicle now you'll need to have the vehicle climate ready with the proper level of heating or air conditioning so the wedded couple is comfortable during the photo shoot.

You should know that photographers and videographers work together to document the event at the wedding location starting immediately after the ceremony. They usually take a total of 30 to 45 minutes to complete their task (just at the wedding location), which is **usually longer than the wedding ceremony itself**.

As the "picture taking session" begins the invited guests attending the wedding depart for the reception location. All the members of the wedding party including close friends and relatives will remain for the picture taking activities.

About 10 to 15 minutes before the photo-shoot is over you need to start up your vehicle to build up the air conditioning or heat to make the car comfortable. So remember to **turn on the main power switch** for the client compartment before doing this. Also make sure all other switches and lighting have been properly set in the back for your clients.



**Professional Chauffeur Tip** - Always try to make an effort to meet and introduce yourself to the photographer and videographer as early as possible, so they can go over all their plans in detail with you even though you may have been briefed by the bride or her mother. You'll need to know the proper timing to power up your vehicle after the picture taking session. Make sure to **ask them to advise you 10 or 15 min. before completing their photo shoot** so you can power up the vehicle. But in case they forget try to keep alert about their activities and as you observe they seem to be winding down, power up your vehicle.

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Once the bride and groom finally come out, you should help the bride into the vehicle. As another reminder watch to make sure her dress doesn't get dirty or caught getting into the car or she stumbles getting into the vehicle.

At the appropriate time either right before or after the newly wedded couple is comfortably seated . . . .



. . . . **pass along your personal congratulations** to them.

If the bride and groom have an unopened bottle of champagne in the vehicle **ask if you can open it** for them. Then, return to the driver's seat to depart from the church.

Incidentally, just before leaving the church, the photographer and videographer may start taking pictures of the couple in the vehicle again or they may have waited until now to begin the photo session in the vehicle. The reason being that now the champagne is open it's a good time to capture this moment.

Incidentally, the photographers usually want to photograph the couple from the driver's front seat looking back into their compartment through the divider. **As a tip, make sure to put away any items that may get in the way of the photographer and videographer.** When the photo shoot is over, you're ready to start rolling to the reception location.

As soon as you get under way, **raise the solid divider**, which separates the driver compartment from the clients because the newlyweds will want some privacy . . . .



. . . . while you drive them to the reception location.

Upon arrival at the reception location, the photographer and videographer will be ready to take more pictures as the newlyweds depart from the limousine. In fact the **photographers will sometimes follow your limousine** because he or she does not know where the reception is located or have the directions to arrive there.

So before you leave the church, try to find out if the photographers plan to photograph the bride and groom getting out of the vehicle at the reception location. Also, ask in advance where you should drop the couple off at the reception location. Always find out what the next steps will be ahead of time.

Whenever the photographer and videographer . . . .



. . . . plan to take more pictures of the couple getting out of the vehicle at the reception that can add up to 15 more minutes to the run.

By this time your 3 hour reservation may only allow enough time to drop the wedded couple at the reception and the extra 15 minutes of picture taking puts you into “overtime.” This is always a dicey situation and most limousine companies will have a policy on handling it. If you had to collect for the services at the beginning of the run it’s kind of awkward to ask for more money before these last pictures can be taken.

Most companies will want a driver to advise the couple they will likely have to pay “overtime charges” and then, ask if they want to continue with the photo session or end the run right now. As the driver you will either have to chase down the right person to collect for the “overtime charges” or the company will simply bill the client for the additional time.

Okay, as you reach the reception location if you don't already know where to drop the couple off . . . . now is the time to ask them for instructions. Make sure to stop so the rear door of the vehicle is in the **proper alignment with the sidewalk** to allow the couple to walk straight into the building (unless that parking spot is taken).

In this example, the run now ends at the reception location. So you must complete any unfinished paperwork and finalize the collection for the job unless you or the company have already collected or the run is to be billed to the client. If the client has **any time remaining before the run is over always ask if they are releasing the vehicle.**

You may complete a 3-hour run in 2 hours and 45 minutes, theoretically, leaving extra time on the client's reservation. Just ask the newly wedded couple if they need the vehicle any longer and if they say “No”, then you are released early, so you can take off. When the couple leaves the vehicle, the run is over. When you use the term, “are you releasing the vehicle at this time” in a sense you are receiving an informal legal agreement that your contract is concluded.

However, in some cases after the reception is over you will return to the reception location to pick up the **bride and groom . . . .**



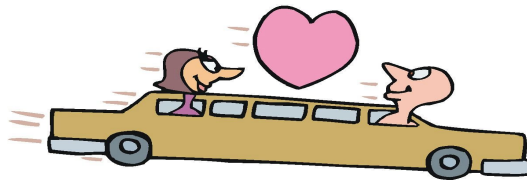


. . . . and will take them to the airport or a hotel for their honeymoon. This will be considered a separate one-hour run called "a pick and drop". In this situation the reception may carry on for several hours at which time you or another driver will be scheduled to return at a specific time to meet them usually for a trip to the airport

This concludes the information regarding simple wedding protocol. This particular wedding event is fairly representative of what a new driver will experience working out in the field. If you grasp the training in this lesson, you will be well prepared for any type of wedding event.

The really large, multi-car wedding services simply follow the same procedures only with a lot more people and a bit more stress for all the participants. Chances are your company won't throw you into a large wedding event until you are a bit more seasoned with experience in single car wedding.

In the next lesson we will cover basic driving techniques for drivers. Before you move onto the next lesson, please complete the review questions.



***This completes Lesson 14.  
Please complete the following Review Questions.***



## REVIEW QUESTIONS

1. Usually the most popular day for weddings using limousine service is Saturday.
  - A. True
  - B. False
2. The most popular color of limousine requested for weddings is black.
  - A. True
  - B. False
3. Drivers almost always wear a tuxedo for a wedding event, unless the dispatcher instructs a driver to wear something else.
  - A. True
  - B. False
4. Sometimes a driver may be scheduled over a period of one day to drive in a wedding event, a funeral, an airport run and a nightlife run. If the limousine company allows a driver to wear one outfit for all four events, the most likely outfit will be a:
  - A. A sport clothes outfit, such as a blue blazer and gray slacks with a white dress shirt and conservative tie
  - B. A tuxedo
  - C. A black suit with a white dress shirt and conservative tie
  - D. All of the above
5. When a wedding event involves two or more limousines being sent to the same address for the pickup, the dispatcher may want all the vehicles to meet at one location, prior to proceeding to the pickup location. This may be particularly the case when each driver is performing an earlier run at different locations.
  - A. True
  - B. False
6. When drivers meet at a staging location for a multiple car wedding event, the drivers can line the cars up in the proper order before driving to the pickup location.
  - A. True
  - B. False

7. If drivers try to line up their vehicles at the pickup location instead of a staging area for a multi-car event the drivers may not have enough room to maneuver the vehicles into place.
  - A. True
  - B. False
8. When people rent limousines for weddings, most of these events can be completed in:
  - A. Five hours
  - B. One hour
  - C. Three hours
  - D. Two hours
9. When a driver arrives to pick up the bridal wedding party, the driver should go over the plans with the wedding planner, the bride or the bride's mother to make sure their plans have not be modified or changed since the reservation was taken.
  - A. True
  - B. False
10. An example of a common last-minute change in the wedding plans, may be a change of where the wedding is to take place.
  - A. True
  - B. False
11. A driver should always collect for the limousine services when he or she first arrives at the pickup location.
  - A. True
  - B. False
12. A driver should always mention that the vehicle has ice on board and ask the clients if they would like to stock the vehicle with drinks.
  - A. True
  - B. False
13. When loading the vehicle with the bridal party, there is no protocol involved that determines which members of the party get in first.
  - A. True
  - B. False

14. The bride usually has difficulty getting into the vehicle because her dress is so bulky. The driver may have to help the bride get into the vehicle.
  - A. True
  - B. False
15. When the bride is getting into the vehicle, the driver should watch to make sure her dress doesn't swipe across the door latches, which usually have some grease on them.
  - A. True
  - B. False
16. Just before the driver reaches the church, he or she should turn around and ask where the bridal party would like to be dropped off. The bridal party usually enters the church at a back or side entrance and they are taken to a dressing room.
  - A. True
  - B. False
17. It's not bad luck for the groom to see the bride just before the wedding.
  - A. True
  - B. False
18. When the wedding ceremony is concluded, the driver usually parks the vehicle in front of the main entrance of the church unless he or she has been instructed differently.
  - A. True
  - B. False
19. Because the bride's dress has so much material in it, the bride can sometimes stumble when she gets out of the vehicle. So the driver should always be standing by to help the bride exit from the car.
  - A. True
  - B. False
20. The typical wedding ceremony usually lasts about 1½ hours.
  - A. True
  - B. False
21. In a formal church wedding, the photographer and the videographer together usually require about 30 to 45 minutes for their photo shoots.
  - A. True
  - B. False

22. It's a good idea about 15-20 minutes into the photo shoot for the driver should fire up the vehicle and power up all functions in the rear compartment, paying special attention to getting the air conditioning or heat to a comfortable level.
- A. True  
B. False
23. If the newly wedded couple has an unopened bottle of champagne in the vehicle, the driver should not ask if they would like the driver to open it for them because most couples will want to open the bottle themselves.
- A. True  
B. False
24. Just before the newly wedded couple leaves the church, the photographer and videographer may wish to take more pictures of the couple in the vehicle before they leave.
- A. True  
B. False
25. As you are leaving the church, the driver shouldn't raise the divider to give the couple some privacy.
- A. True  
B. False
26. If the photographer and videographer want to take pictures of the bride and groom in the vehicle at the reception, this session can require 15 minutes, so if time is running out, the driver may have to cut this session short unless the couple wants to pay overtime charges.
- A. True  
B. False
27. If a driver drops off the newly wedded couple at the reception location and essentially completes a 3-hour wedding run in 2 hours and 45 minutes, before the driver leaves he or she should ask the couple if they are releasing the vehicle.
- A. True  
B. False