



Providers of Commute Options for Middle Tennessee



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# Vanpool Etiquette

Every vanpool group develops its own unique personality. Helping everyone feel welcome in the group and developing camaraderie is important to the success of any vanpool. The purpose of vanpooling is, after all, to achieve economy, safety, and convenience in commuting.

Try to take advantage of the opportunities vanpooling presents to make commuting a pleasant experience for all. A chance to read, catch some rest, converse and share with others are all possible within the same vanpool.

Some vanpool groups have developed democratic approaches to each decision affecting the group, such as a route change to accommodate a prospective rider. Other vanpools operate quite successfully where the driver makes essentially all of the decisions. Whichever style you adopt, it should be consistent.

A few simple rules of the road established at the beginning will avoid conflict for all passengers:

- ⇒ **Know where your pick-up point is and always meet the van on time.**  
Keep in mind, that as many as 14 other riders are counting on you. Set a time limit on how long you will wait for a late passenger. Make sure that everyone has a clear understanding of this time.



- ⇒ **Know who to contact, when to contact, and how to contact the designated individual if you won't be riding on any given trip.**  
Make sure you have the appropriate phone numbers and e-mail addresses, to avoid any kind of miscommunication of any change in plans.

- ⇒ **Be prompt with your share of the total**

**monthly vanpool payment.**  
Make sure all riders know who to pay, deadline for payment and what the preferred forms of payment are.

- ⇒ **Make some decisions as a group.**  
Work together to decide if the radio will be played and on what station. Also, be aware of internal temperature concerns.

- ⇒ **Have a back-up driver.**  
The most successful vanpool groups always have one if not two back-up drivers.

- ⇒ **Follow the Golden Rule.**  
Remember to simply treat your fellow passengers as you yourself would like to be treated.

Vanpooling can be the ideal solution to your daily commute. It can alleviate worries about automobile reliability, commute costs and the monotony of driving alone.

-Commuter Transportation Services

**REPORT ACCIDENT CLAIMS IMMEDIATELY TO:**

First Horizon Insurance Group  
615-385-8341  
(Kay Biggs)  
-and-  
MiMi Lee  
615-790-4005 or  
After Hours:  
615-517-6321

Van Voices is a joint publication of The TMA Group and the Regional Transportation Authority

For more information about our services contact:  
The TMA Group  
(615) 790-4005  
www.tmagroup.org

Regional Transportation Authority (RTA)  
(615) 862-8833  
www.rta-ride.org

## DEFENSIVE ROAD RULES

The “Road Rules” *Van Voices* segment addresses defensive driving practices that every driver and passenger should know.

### DRIVE TO COMMUNICATE

It is important that the other driver see you. Use your lights and horn when necessary to let others know you are there. While you are driving, there are ways to “communicate.” Position yourself in a lane (left or right) so others can see you. Don’t drive in other drivers’ blind spots. When approaching a signal light, for example, move to the right side of your lane so that oncoming left turners can see you even if traffic ahead and in the lanes to your left partially block the view.

Make sure to signal all turns. Believe it or not, signaling is not always required by law. However, as a defensive driving practice, you should always signal. You want to create the habit so when you do need to signal, you don’t forget.

Make certain that your brake lights are functioning properly (and all of your other lights, as well). Much of another driver’s reaction time might be consumed if your brake lights don’t alert them to the fact you are slowing or stopping—and they may not be left with enough space to avoid hitting you once they see you are stopping. Any time you see someone coming up quickly behind you, flash your brake lights a few times to grab their attention. Remember that many folks are not looking much farther than the end of their hood.

Turn on your headlights in the daytime when you are driving on two-lane highways—this has been shown to increase your visibility to oncoming traffic. Turn on your lights in tunnels. Do this not so you can see, but so everyone can see you. Think of the results if there were 100 cars in a tunnel, and the lights go out suddenly! If you already have your lights on, then those other 99 drivers can see you well enough not to make you a steel sandwich. Turn on your lights any time visibility is reduced.

With all of these tips, you effectively communicate your presence and intentions to other drivers, and help them avoid colliding with you. And that is always a good thing!



-Road Trip America

## IMPORTANT NOTICE!

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### Very Important Items:

1) as per your vanpool notebook, **ALL** fares must be postmarked by the 10th of the month. If fares are received after this date, a \$25 monthly late fee will be charged to the van.

2) **ALL** monthly paperwork must be filled out completely. Complete paperwork is critical for funding of the van pool program. You will be receiving more information about this within the next couple of weeks. If the paperwork is not completely filled out, fares for the van will be increased.

### VAN SEATS AVAILABLE:

- ◆ Clarksville to Metro Center (7:15 AM—4:00 PM)  
contact—Denise Bell 782-4400 x 22316
- ◆ Franklin to Downtown Nashville (7:30 AM—4:30 PM)  
contact—Rory Rowan 862-8282

