

**PLUCKEMIN MEDICAL EQUIPMENT MINISTRY  
CLIENT PICKUP INSTRUCTIONS**

- Client pick up is **BY APPOINTMENT ONLY CALL 908-396-6057**
- There is no shopping or trying out of items prior to taking them. Please be as specific as possible when requesting wheelchairs, etc. so we can get you the right size
- Arrive on your scheduled date and time
- Entrance to Medical Equipment Ministry may not be from the main church parking lot. Please be aware of changing traffic flow and watch for signs
- **DO NOT GET OUT OF YOUR CAR**
- A volunteer wearing a mask and gloves will greet you
- All occupants of your vehicle must be wearing a mask
- You will be handed a clip board. Please sign the Equipment Pick Up and Release of Liability Form
- Take the clipboard and as directed proceed to your pickup location
- Turn off your motor
- Do not get out of your car
- Remotely open the trunk or rear hatch of your vehicle
  - If you cannot remotely open the trunk or hatch hand your keys to the volunteer
  - Using hand sanitizer wash your hands after receiving your keys back
- Equipment will be loaded by volunteers into the trunk of sedans, the hatches of mini vans and SUV's or beds of pickup trucks. **NO EQUIPMENT CAN BE LOADED INTO THE BACK SEAT OF THE VEHICLES.**
- You will be given written instructions for the items you are picking up
- Exit as instructed