

Transportation Volunteer Handbook for the 2026 Charles Schwab Cup Championship

Tournament Week:
November 9 – November 15, 2026



Thank you for volunteering!!!

With your help we will have another great tournament!

Andreas Kraemer – Transportation Chairman
703-395-5856
Transportation@golf-volunteers.com

VOLUNTEER REQUIREMENTS & DUTIES

- You must be 25 years of age.
- You must provide a valid drivers license. The PGA TOUR will perform DMV checks for insurance purposes.
- Assist with transporting cars to / from various locations.
- Pick up and return golf professionals, family members, TOUR staff/officials and guests.
- **Additional Safety Guideline:**
  - Follow all PGA TOUR Vehicle Driver Conduct policies and procedures.
  - Report any vehicle issues to Andreas.
  - If in need of emergency services, call 911 immediately

Please note – schedules are subject to change and flexibility on scheduling is highly recommended.

UNIFORM (PLEASE WEAR KHAKI BOTTOMS)

2026 Volunteer Uniform Package

Additional Items Available for Purchase

Volunteer Exclusive Offers



Additional Men Jacket
$80.00



Additional Women Jacket
$80.00



Bucket Floppy Hat
$30.00



Straw Hat
$30.00



Volunteer Baseball Hat



Volunteer WOMEN Visor



Volunteer Unisex Visor



Volunteer Clear Tote



Volunteer WOMEN Polo



Volunteer MEN Polo



Volunteer WOMEN Jacket S – 2XL



Volunteer MEN Jacket S – 4XL

UNIFORM DISTRIBUTION – DATES & TIMES

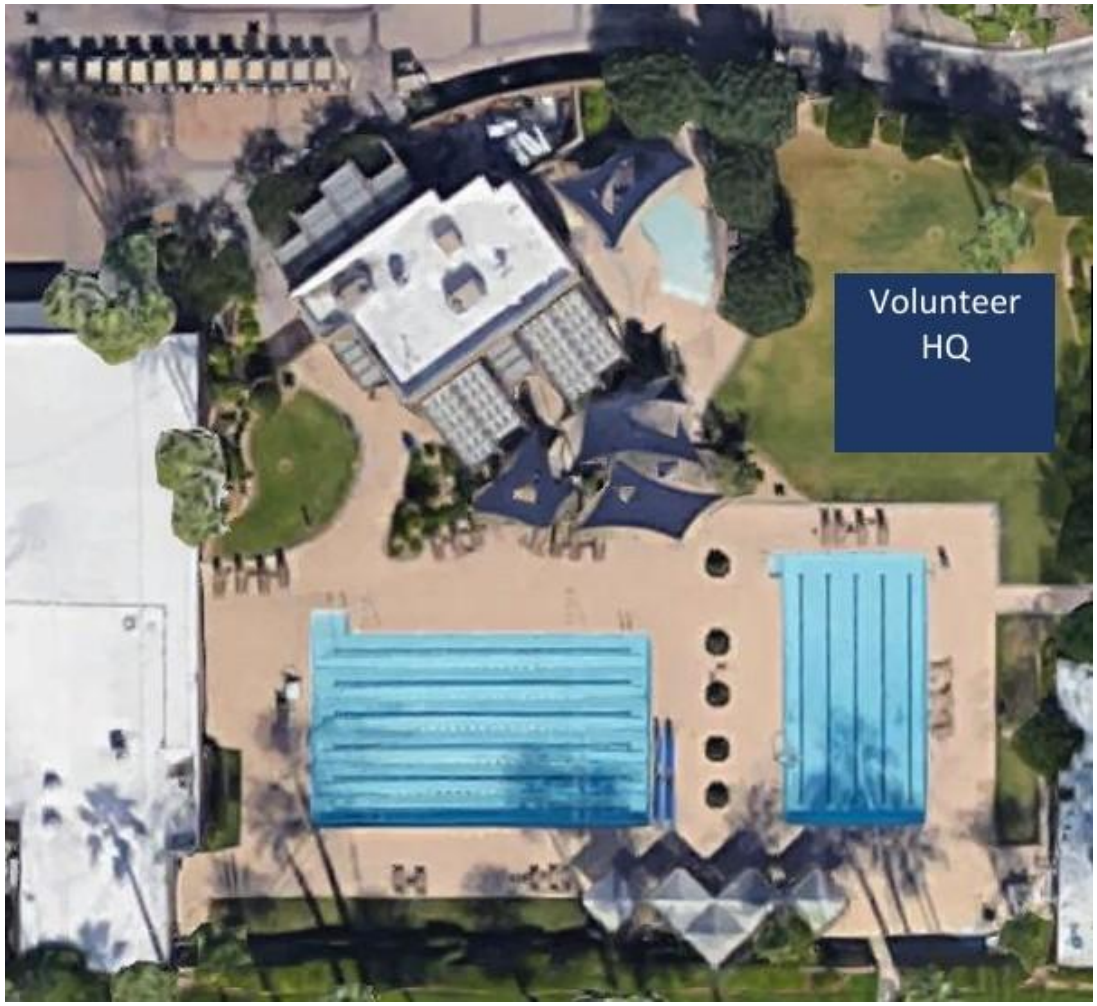
- Location: Phoenix Country Club - East Tennis Courts
- FRIDAY, OCTOBER 30
  - 12:00 PM - 5:00 PM
- SATURDAY, OCTOBER 31
  - 9:00 AM - 3:00 PM
- SATURDAY, NOVEMBER 7
  - 9:00 AM – 1:00 PM (Final Distribution/Exchange)

UNIFORM DISTRIBUTION - LOCATION



VOLUNTEER HEADQUARTERS

Location: Phoenix Country Club – Pool Area



PARKING (SAT – TUE, DEPARTURE MONDAY)

VOLUNTEERS MUST SHOW THEIR LOT A PARKING PASS TO ACCESS PARKING (11/9 and 11/10 only).

Lot A Parking at Phoenix Country Club, 2901 N 7th Street, Phoenix, AZ 85014



PARKING (WED - SUN)

VOLUNTEERS MUST BRING THEIR CREDENTIAL TO ACCESS PARKING.

- Volunteer Parking Location:

Arizona Veterans Memorial Coliseum
20th Avenue Lot
Address: 1951 West Encanto Blvd.
Phoenix, AZ 85009

Follow signs for “Lot B Parking”

Volunteer should allocate extra time for travel.

PARKING (WED – SUN)

Arizona Veterans Memorial Coliseum
Lot B, 1951 West Encanto Blvd., Phoenix, AZ 85009

- Shuttle Hours:
  - Wednesday: 5:30AM to 6PM
  - Thursday – Sunday: 7AM to 6PM



COMMITTEE DATES AND SHIFT TIMES (Schedule supersedes this slide)

November 7 (Sat) – 1pm – 6pm Vehicle Inspections

November 8 (Sun) – Noon–11pm
(Shift #1: Noon - 6pm, Shift #2: 5pm – 11pm) Player / Officials / Guest pickups (only a few)

November 9 - 15 (Mon-Sat) – 6am-7pm
(Shift #1: 6am-1pm, Shift #2: 12pm–7pm) – Player / Officials / Guest rides

November 15 (Sun) – 6am-9pm
(Shift #1: 6am-2pm, Shift #2: 1pm–9pm) – Airport drop offs and retrieval of courtesy vehicles

November 16 (Mon) – 8am-3pm (depending on departures) – Airport drop offs and retrieval of courtesy vehicles. Most likely will start before 6am for a few players

WHAT TO EXPECT

- Total boredom followed by ……..
- Total Chaos (or so it may appear).
- Bring something to read or do – we have a good bit of down time, but we also have WiFi and a TV.
- **Important** – Be available when needed.
- Stay near our office, ask before leaving.

CONDUCT

- Your MUST wear the required uniform.
- You are the first (and often last) face of the tournament!
- Some guests are talkative, some are not. Follow the lead of the guest.
- **DO NOT – NEVER, EVER** ask for autographs and/or pictures while in uniform.
- We are volunteers, we do NOT ask for tips. We do not accept them either.
- Refer to the volunteer handbook and the volunteer website for more rules (Bag Policy, Mobile Device Policy).

ABSOLUTE PRIORITY - SAFETY

- **Drive Safely!**
- Do not take risks.
- Seatbelts must be worn at all times.
- Ask guests to buckle up.
- Do not drive in emergency lanes or speed.
- No Texting – Pull over to a safe spot to text, if needed.
- Use hands-free talking, if available.

CHECK IN

- Volunteers must park at the volunteer lot (Wed-Sun) and ride the shuttle to get to the course. Arrival Monday, Tuesday and Departure Monday park at PHXCC
- Sign in as soon as you arrive in the transportation office. We will be in the front part of the women's locker room.
- Assignments will be first-in / first-out. (Special assignments may alter the order and is at the discretion of PGA TOUR Staff and Andreas).
- Bring your cell phone. We may need to get a hold of you while you are working. Bring a charger as well, so you will not be without power at the wrong time.

PROCESS

- Incoming reservations
- Trip Sheets (contain pickup/drop off details, contact info)
- Pickup/drop off (airports, hotels and course)
- For airport pickups:
  - Text passenger your name and a short message to contact you, once leaving baggage claim to let you know where they are waiting curbside (e.g. Door 2 South)
- If you help loading or unloading the vehicle, please do NOT touch the golf clubs unless specifically requested by the player (which is extremely rare).
- Take your personal belongings out of the vehicle
- Keep vehicle clean
- Keep fuel level above ¼ or 100 miles range

TRIP SHEET

(For questions, call 703-395-5856)

TRIP SHEET - DRIVER

Passenger(s):	Andreas Kraemer	**CONTACT #:**	703-395-5856	**TIME:**	**11/05/2026 3:32 PM**
PICKUP LOCATION:	Phoenix Sky Harbor	**Image:**			
ADDRESS:					
AIRLINE – Flight/Tail:	United	5696			
ARRIVING FROM:	LAX				
# ADULTS IN PARTY:	1				
NUMBER CHILDREN:					
CAR SEAT NEEDED:	No				
DESTINATION:	Phoenix Country Club				
ADDRESS:	2901 N 7th St	Phoenix			
NOTES:	Will UBER to course				

DRIVER: _____ **CAR #** _____ **DRIVER CELL #** _____

Virtual Training

Wednesday, 10/28/2026

6-7PM (MT)

5-6PM (PT)
7-8PM (CT)
8-9PM (ET)

TEAMS invite sent prior to training

COMMITTEE COMMUNICATION

COMMITTEE UPDATES

Phone calls
Texts
Email

Email

Check inbox and spam folders for emails/newsletters from Andreas. Emails will be sent usually between 6PM and 8PM nightly throughout the tournament.

Committee Webpage

https://www.golf-volunteers.com/cscc-transportation.html

STAY CONNECTED

Follow us on Twitter: @Volunteer4Golf

Follow us on Facebook: www.facebook.com/GolfVolunteers

Follow us on Instagram: Golfvolunteers

#golfvolunteers
#SchwabCupFinale

Q&A

THANK YOU SO MUCH FOR YOUR HELP!!!

Enjoy the tournament and all the great people you will meet!!!

We couldn’t do it without you!!!

