

Capitol City Rifle and Pistol Club -- Event Application --

Revised December 2016

Event Name _____

Contact Person _____

Phone# _____ eMail _____

Prepared By _____ Date _____

Approval Range Director _____ Date _____

Approval Safety Officer _____ Date _____

Approval for Schedule _____ Date _____

Range/Facilities **Required** and/or **Closed** for event: _____

Dates of Event _____ Times _____

Sanctioning Body _____

Designated RSO's _____ (Include RSO card copies)

Remarks:

Note: If this event has an application on file for the last 3 years this sheet is all that is necessary for renewal. The next renewal will be required every year. Event Applications are required for meetings including New Member Training, Hunter Education on the range. This lead sheet is all that is necessary for Meeting Events.

Purpose:

This Event Application is to assist the applicant through the development on the event or match. Also it will establish scheduling in accordance with club activities. This will minimize conflicts and maximize club property use.

Submittal Order

1. Applicant submits Event Application to Range Director for approval.
2. Applicant forwards Event Application to Safety Officer for Approval, 2 copies. .
3. Safety Officer forwards approved Application to Scheduler for verification of club activities surrounding the event.

Events other than matches:

This Event application is needed for other events other than matches. The use of the kitchen and indoor range are important activities and do cause conflicts. If the event is a non shooting event only the lead page is only needed.

Description of Event:

Purpose of Event:

Name facilities that will not be access able due to the event.

Qualified personnel:

Those individuals in charge of events need to be reminded that if particular qualifications are necessary for help they will be required to accomplish those needs. An example is Food Handlers Permits and certifications.

New shooters shall have specific instruction. Scorers, RSO, Range Officers and Supervisor will deem necessary monitoring of new shooters.

Equipment:

Individual equipment shall be in good condition. Shooting can be deemed over by the Range Officer when individual equipment malfunctions.

The Match Director will indicate governing Rules such as: NMLRA, NRA, WSR&PA, SASS, Thurston County Health Dept. Regulations and others applicable.

Generally speaking a match or event conducted under an approved CCR&P SOP and our standard range rules is covered by our club liability policy. The CCR&P and the NRA cover a match conducted under an approved CCR&P Sop and NRA shooting discipline rules. Participants who are not CCR&P members will complete a liability release. Also matches shall be proceeded by a safety meeting.

Match Procedure:

This statement is the basic schedule of activities of the shoot and event. It shall include the course of fire for the match and fees. This may be done in a variety of ways. It can be done after the Safety meeting. It may be posted. If the course of fire is an accepted course with very limited changes this will be sufficient. The course maybe a walk through.