

Thessalon & Area Rod & Gun Club

Requirements Upon Entering and Departing From The Club House

- 1) When unlocking the front gate, the lock is covered by a rubber cover to prevent entry of water. When closing the lock upon leaving, the lock has to be held closed and the tumblers rotated in that position (please ensure the lock is secure). Please ensure that the rubber cover is over the lock.
- 2) A sign "Range Closed" is at the entrance to the main entry gate. If you plan on shooting, this sign must be opened to indicate the "Range" is active. When leaving the site, the sign must be returned to the closed position by the last person leaving the site. If you plan on doing work within the range this sign will remain closed and the "Work Sign" (located on the end of the building) will be displayed.
- 3) Once the combination for the club house door has been entered on the key pad, press the # button (a green light will come), turn the handle and enter.
- 4) If someone else is there and the "Range" is active, no firearms will be taken into the club house. At this time you will ask who is the "Range Safety Officer"? At this time, you may request permission to bring in your firearms. **Please Note:** If you are the first person on site, then it is your responsibility to become the "Range Safety Officer" and take control of the "Range".
- 5) Upon entry to the club house sign in is required. The log book has to be filled out with your membership number, date, time of entry and the particulars of your visit. When leaving, please ensure you enter your departing time. **Please Note:** Members shooting alone shall fill out the "Liability Waiver Form" and members that bring non-members to the club are required to fill out the "Visitor Information Form" and pay the appropriate insurance fee.
- 6) Please select the shooting sign (indicate the range is active) and hang it on the gate (entrance to shooting area) just outside the entrance door to the club house.
- 7) On the wall just outside the entry to the shooting area are a series of wooden plaques to indicate what "Range" or "Ranges" to be used. Open the hinged plaques that will be used. **Please Note:** If you will be shooting on another range other than #1, the appropriate first aid kit must be taken to that range. The first aid kit(s) are located on the wall just inside the entry to the shooting area.
- 8) On the door to the shooting area is a sliding sign "Range Open/Range Close". Please select the appropriate position.
- 9) Once clearance has been given by the "Range Safety Officer", firearms can be brought to the shooting area and placed on the safety tables or at your designated shooting window to be "Proved Safe". Once the firearms have been "Proved Safe", they will then be placed in the storage areas designated by the "Range Safety Officer". No firearms will be moved to the shooting windows until the "Range Safety Officer" has given the go ahead.
- 10) When actual shooting is underway, the entry door to the shooting area must be locked from the inside. This will ensure no entry until the shooters have made their firearms safe. **Please Note:** When the shooting line is active the "Range Safety Officer" shall observe the shooters only and not be on the shooting line.
- 11) When entering the target area, a green flag must be carried out to the "Range" and placed in the tube at the 25 yard line. This indicates the "Range" is safe to enter. When shooting is taking place the green flag will be replaced with the red flag. This indicates the "Range" is hot, and entry is prohibited. These flags shall be used at all times, no exceptions and returned to club house upon departing. No person shall enter the shooting area before all firearms are "Proved Safe" and placed in the storage areas, all people shooting are removed from the shooting line and the rope is installed in the "Cease Fire Position". At this time the target area can be entered. **Please Note:** The flags have to be changed to reflect the activity taking place.
- 12) When shooter(s) have finished shooting for the day and their firearms are "Proved Safe" by the "Range Safety Officer", they can now be locked and secured in their carrying cases and taken to their vehicles for storage.
- 13) Upon leaving the club, please ensure that you cleaned up your shooting area/all signs have been put back to the way they were before entering the site/the "Range" flags have been removed from the target area(s)/ doors and shooting windows are locked and secure and the entry gate is also locked and secure.

References - Club Property and Range Safety Rules/Constitution/Bylaws