

Douglas Ridge Rifle Club

Range Rental Procedure

Purpose: To establish the procedure and process for renting a range for classes and special events.

Scope: Applies to all persons, companies, clubs, groups or organizations that are interested in renting a range for a class or event.

Procedure:

- All range rentals are subject to the Range Rental Rates unless otherwise authorized by the Board.
- All events scheduled at the range must have a DRRC sponsor in compliance with the Event Coordinator/Sponsor Procedure.
- Range rentals may be subject to 50% deposit which must be received by the first of the month of the month prior to the date of range rental.
- Deposits may not be refundable if group is a no show or if rental is cancelled with less than 48 hours notice.
- Range rentals shall not take priority over scheduled DRRC discipline matches or events without the permission of the discipline director or by directive of the board.
- Renters are responsible for policing the range when event is complete, e.g. brass, trash, etc. If not previously arranged for the club to do the policing, and the organization does not do their own policing, the organization will be billed at the current rate for cleanup.

Definitions:

For Profit – A person, group, organization, business or hobby business whose intent is to rent a range for a class or event where the cost to the attendee is more than the cost of actual materials provided to attendees.

Not For Profit – An event or class organized or sponsored by DRRC, where the instructor is not paid and the attendees are not charged more than the actual cost of materials provided to attendees or to recover range rental costs if any.

Responsibility: It is the executive officer's responsibility to manage and book range rentals. All deposits and payments for range rentals must be given to the treasurer along with a copy of the Event Schedule Request form.