

Muskegon Pistol and Rifle Club, Inc.

**5345 S. Quarterline Rd.
Muskegon, MI 49444
(Indoor Range)**

**5700 Crystal Lake Rd.
Holton, MI 49425
(Outdoor Range)**

**P.O. Box 128
Fruitport, MI 49415
(Mailing Address)**

NONPROFIT ORGANIZATION

1. The Muskegon Pistol and Rifle Club was founded and incorporated as a non-profit organization on April 21, 1937.
2. The club amended the Articles of Incorporation in September of 1980 to include verbiage consistent with Internal Revenue Code of 1954 Federal income tax under section 501(C)(3).
3. The Michigan Nonprofit Corporation Act of 1982 can be found at: www.legislature.mi.gov.
4. Copies of the Articles of Incorporation and tax identification number are kept by the Secretary.
5. The club amended the Articles of Incorporation in September of 2011 to include verbiage consistent with Internal Revenue Code of 1954 Federal income tax under section 501(C)(7). IRS recognition of the club as a 501(C)(7) organization was made on *****,**,****.

SAFETY PLAN

1. Emergency Action Plans

1. Injury

- a. In the event of an injury on or off the firing line, the RSO has responsibility.
- b. Call a ***“Cease firing. Unload and stay in place.”***
- c. Determine the extent of the injury, minor or major.
- d. In the event of a minor injury:
 - i. Direct injured to the first aid box/station for aid.
 - ii. Assign an assistant for the injured, if required.
 - iii. Direct the injured person to seek appropriate medical attention.
 - iv. Commence firing.
- e. In the event of a major injury:
 - i. Render best possible aid. Call for qualified “First Aiders”.
 - ii. Task someone to call 911 emergency and provide the following information:
 - (1) Specific location and address of incident.
 - (2) Directions to range.
 - (3) Telephone number they are calling from.
 - (4) Their name.
 - (5) What happened.
 - (6) Number of people injured.
 - (7) Condition of injured.
 - (8) Any first aid being provided.
 - (9) Caller to follow all instructions given by the 911 operator.
 - iii. Task one or more persons to direct EMS vehicles to the incident.
 - iv. Task someone to complete the Injury Report Form. (Ref. Appendix B).
 - v. Stay with the injured and provide aid until EMS arrives.
 - vi. Preserve the scene as it appeared at the time of the incident and answer all police questions.

2. Illness

- a. In the event of an illness on or off the firing line during an event, the RSO has responsibility.
- b. Call a ***“Cease firing. Unload and stay in place.”***
- c. Determine the extent of the illness, minor or major.
- d. In the event of a minor illness:
 - i. Direct person to clear their weapon and remove it from the firing line.
 - ii. Assign an assistant for the ill person if required.
 - iii. Direct person to return home and seek appropriate medical attention.

- e. In the event of a major illness:
 - i. Render best possible aid. Call for qualified “First Aiders”.
 - ii. Task someone to call 911 emergency and provide the following information:
 - (1) Specific location and address of range.
 - (2) Directions to range.
 - (3) Telephone number they are calling from.
 - (4) Their name.
 - (5) What happened.
 - (6) Number of people ill.
 - (7) Condition of ill person.
 - (8) Any first aid being provided.
 - (9) Caller to follow all instructions given by the 911 operator.
 - iii. Have someone stay with the person and provide aid until EMS arrives.

3. Bad Weather

- a. No shooting during a tornado watch or warning announced by the National Weather Service.
- b. No shooting at the outdoor range during thunder storms.
- c. The RSO will be responsible for the decision to continue shooting under the following conditions:
 - i. Light or heavy rain.
 - ii. High wind conditions.
 - iii. Snow or ice conditions.

4. Loss of Electricity (indoor range)

- a. The RSO will be responsible for range safety during a loss of electricity.
- b. Call a **“Cease firing. Unload and stay in place.”**
- c. The RSO will secure a means of temporary lighting. I.e. flashlight, candle, etc.
- d. After a period of time (15-20 minutes), if power has not been restored, the RSO will assist each shooter with securing their weapons and provided a lighted path to the exit.
- e. A match will be stopped and may be postponed by Match Director.

5. Fire

- a. In the event of a fire, call a **“Cease firing. Unload and make the line safe.”**
- b. Immediately evacuate the range.
- c. Call 911 and give directions to the range.
- d. Do not allow anyone to return to retrieve their weapon(s).

2. Emergency Reporting

EMERGENCY COMMUNICATIONS:

If an emergency occurs where EMS, Police, Fire, or Poison Control is required:

CALL 911.

IMMEDIATE RESPONSE FOR INJURIES OR ILLNESS

- Call a cease fire if the injured is near the firing line or downrange. Ensure that all guns are unloaded and clear.
- Match Coordinator will coordinate pulling of targets if possible, and securing the scene.
- Range Safety Officer will secure the injured person's gear.
- Match Coordinator or Range Safety Officer will notify EMS from the nearest telephone/radio and provide the following information:
 1. Specific location and address of incident with directions.

Location – Indoor Range
Address – 5345 S. Quarterline Road.
Muskegon, MI
Directions – US 31 to Sternberg Road.
East on Sternberg to Quarterline (1.2 miles)
North on Quarterline to range (0.1 miles)

Location – Outdoor Range
Address – 5700 Crystal Lake Rd.
Holton, MI
Directions – US 31 to M-120 (Holton Rd.)
North on M-120 to Crystal Lake Rd. (10 miles)
West on Crystal Lake Road to range (0.1 miles)

2. Telephone number that you are calling from.
 3. Your name.
 4. What happened.
 5. Number of people injured.
 6. Condition of injured.
 7. First aid provided to injured parties.
 8. Possible hazards for rescuers.
- Wait for EMS to hang up first. Return to the injured and continue care until EMS arrives.
 - Range Safety Officer will instruct an assist to go to the range entrance and direct EMS personnel to the injured.
 - Match Coordinator or Range Safety Officer will identify if any certified first aid personnel is available.

- Match Coordinator or Range Safety Officer will instruct the first Aider to perform first aid on the injured if the injured agrees.
- Match Coordinator or Range Safety Officer will retrieve the first aid kit and assist the First Aider or EMS personnel as needed.
- If the accident involves a gunshot injury, the Range Safety Officer will notify police and preserve the scene as it appeared at the time of the incident.

RANGE OPERATION AND RULES

No set of rules is comprehensive, safety is not guaranteed by compliance with this document. All individuals, whether a competitor, spectator, casual shooter, or range official is responsible for the safe handling of all firearms within their sight. Every person on the range has the responsibility to point out unsafe shooting practices or even call a “**cease fire**” if there is a threat of injury to any persons in the area or damage to property.

The range operation and rules are the day-to-day details of the range operation that every member should know.

Each member must know:

- the standing rules of the club
- indoor and outdoor range use rules
- general safety
- who has authority and responsibility
- when the range is open
- the policy on alcohol and drugs
- transportation of firearms to and from the firing line
- range commands
- the emergency action plan

Each member should be familiar with where and how to find the other range operations and rules.

If any questions arise regarding the range operation and rules, a board member is the authorized person to answer or clarify the question.

Gun Handling Rules

1. **ALWAYS KEEP THE GUN POINTED IN A SAFE DIRECTION.**
2. **ALWAYS KEEP YOUR FINGER OFF THE TRIGGER UNTIL READY TO SHOOT**, and outside the trigger guard, until ready to fire or until the command “Commence Firing” has been given.
3. **ALWAYS KEEP THE ACTION OPEN AND FIREARM UNLOADED UNTIL READY TO USE.** On the firing line this means the shooters are in position on the firing line and the range has been cleared for live firing.
4. **KNOW YOUR TARGET AND WHAT IS BEYOND.** When on the range, be mindful also of adjacent areas and act accordingly.
5. **BE SURE THE GUN IS SAFE TO OPERATE.**
6. **KNOW HOW TO USE THE GUN SAFELY.**
7. **USE ONLY THE CORRECT AMMUNITION FOR YOUR GUN.** When at the range with more than one firearm, use one at a time and when finished, store that firearm and its ammunition before using the next one.
8. **WEAR EAR AND EYE PROTECTION**, even as a spectator.
9. **NEVER USE ALCOHOL OR DRUGS BEFORE OR WHILE SHOOTING.**
10. **STORE GUNS SO THEY ARE NOT ACCESSIBLE TO UNAUTHORIZED PERSONS.** Always follow the federal, state, or local statutes, ordinances and/or regulations regulating the manner of firearms storage.
11. **Be aware of certain types of guns or shooting activities requiring additional safety precautions.**

General Range Rules

1. Know and obey all range commands.
2. Know where others are at all times.
3. When loading, keep the muzzle pointed in a safe direction.
4. Loaded firearms must remain pointed down range until such time as they have been unloaded.
5. Shoot only at authorized targets.
6. Designate a range safety officer when none is present or assigned.
7. Be alert for unexpected actions by other people.
8. No one is allowed forward of the firing line, unless a cease-fire has been called or the range is clear. (Except during use of Outdoor Range pits. Pits must be sealed prior to calling the firing line “hot”.)
9. Unload, open the action, remove the magazine, insert empty chamber indicator, and ground and/or bench all firearms during a cease-fire.
10. Do NOT handle any firearm or stand at the firing line where firearms are present while others are down range.
11. Always keep the muzzle pointed at the backstop. Never allow the muzzle to point in any direction whereby an inadvertent discharge would allow the escape of a projectile from the range area.
12. When removing or moving a firearm from “hot” firing line, the firearm must be unloaded, action open, empty chamber indicator in place, OR boxed/cased and accompanied by the RSO.
 - a. Exception: in the event of a malfunction, the firearm shall be moved, in a safe manner, to the “safe gun handling area”.
13. Only those firearms authorized on the given range facility are allowed.
14. All firing must be done from designated firing lines or positions.
15. Each user is required to clean up the area after completing firing. Refuse and brass are to be placed in designated containers or taken home.
16. No pranks or horseplay.
17. Scheduled events takes precedents over personal shooting. In the case of a scheduled event the effected range will be “closed” except to those participating in the event.
18. Fully automatic firearms (machine guns) are prohibited without prior written Board approval. Proof of approval must be shown prior to any shooting.

Standing Rules

1. Caliber Use
 - a. Indoor range
 - i. Rifles in approved caliber ammunition are allowed. Approved ammunition is posted in the indoor range, posted on the club web site, and is available from all RSOs. (Appendix K)
 - ii. No magnum or +P pistol ammunition allowed. No tracer, incendiary, explosive, nylon or Teflon coated, armor piercing, steel core or steel jacketed bullets permitted.
 - iii. Only .22's may be fired during Board meetings unless otherwise approved by the Board.
 - b. Outdoor range
 - i. Smokeless powder firearms are limited to under caliber .50 without prior written board approval
2. Range Use
 - a. No completely non-member organization may use either range without written permission from the Board. A fee may be assessed at the board's discretion.
 - b. Any member of the club who brings a non-member group (Police, National Guard, Army Reserve, etc.) onto either range is responsible to collect and turn in to the Treasurer the range fees for each non-member.
 - c. No member of the club may use either range for personal profit without written permission from the board. A fee may be assessed at the board's discretion.
 - d. A fee agreed upon by both parties will be assessed for all NRA sanctioned classes and CPL classes. (I.e. RSO, Personal Protection, Pistol Training, etc.)
3. Club Rifle Policy
 - a. Members in good standing may apply to the Board to sign out a club rifle.
 - b. When a rifle is signed out by any member, it is with the understanding that the rifle will be made available for appropriate club functions without fail. At the discretion of the Board, failure to have a signed out rifle at any function may result in the loss of sign out privileges.
 - c. Any signed out rifle may be recalled at the discretion of the Board.
 - d. A signed out rifle may be borrowed temporarily by another club member when there is a need and it does not conflict with the holder's need. The original borrower shall retain responsibility of the signed out rifle unless MPRC dictated to loan firearm.
 - e. A list of names of the members holding rifles, their telephone numbers, and rifle serial numbers will be maintained by the Property Manager.
 - f. Non-corrosive commercial or club supplied ammo only is to be used in club rifles. Data page available when you sign out a rifle if requested.
4. Dues
 - a. Dues are \$60.00 per year.
 - i. For members 65 years and older due are \$40.
 - b. A \$20.00 credit will be given for participation in a work bee. Members over 65 are exempted from the work bees.
 - c. Late payment penalties shall be as follows:

	<u>Penalty</u>
Jan 15 -31	\$5.00
Feb 1 – 28	\$10
March 1	Drop from roster

5. Juniors' Club

- a. The club will sponsor the junior for membership.
- b. A one-time fee of \$5.00 will be collected. \$0.50 per junior per event will also be collected to partially cover the costs of ammo, targets, and medals.
- c. A roster of the names, addresses and ages will be kept by the Juniors Program chairman and turned in to the Secretary.

6. Lock and Key Policy

- a. After three months of membership, an individual may apply for a key to the indoor range. To receive a key, all of the listed requirements must be met. There is no time line to meet the requirements other than they must be completed within one calendar year of the request.
- b. The member with a key is responsible for his actions and those of any guests the individual may bring to the range. He is responsible for all range fees and any damage which may occur while the individual and/or his guests are on the range.
- c. A member who fails to pay any range fees or is responsible for any damage is subject to a thirty (30) day suspension. A second offense will cause the individual's membership to be terminated.
- d. If the damage is deemed to be deliberate, the police will be contacted, the member is liable for the cost of any and all damage and the individual's membership is immediately suspended.
- e. Requirements to obtain a key
 - i. Attend an approximate 30 minute range orientation session held by a club RSO or Board appointed
 - ii. Read and sign the indoor range rules sheet.
 - iii. Pistol
 - (1) Minimum of three standard 50 foot pistol targets must be shot with 10 of 10 shots hitting the target. A minimum of 5 of the shots in the scoring rings.
 - (2) Targets may be fired in either "bullseye" (one hand), "combat" (two hands) or bench supported.
 - (3) Targets are to be shot on three separate Tuesday nights with the attending RSO witnessing the shooting, signing and dating the targets
 - (4) At least two different RSOs must witness the shooting
 - (5) One of the witnessing RSOs and the individual requesting the key must present the fired targets to the Board of Directors at the next normal Board meeting.
 - iv. Rifle
 - (1) Minimum of 3 standard 50 foot rifle targets must be shot with 10 of 10 shots hitting the target. A minimum of five of the ten shots must be in the scoring rings.
 - (2) Targets may be fired from any position with or without a sling (prone, sitting, kneeling, standing, or benched).
 - (3) Targets are to be fired on three separate occasions when an RSO is present to witness, sign, and date the targets.
 - (4) At least two different RSOs must witness the shooting.

(5) One of the witnessing RSOs and the individual requesting the key must present the fired targets to the Board of Directors at the next normal Board meeting.

7. Match Guidelines

- a. All matches and other club events must have an announcement or flyer stating the particulars of the match, (i.e. course of fire, rules exceptions, restrictions, date, place, prizes, etc).
- b. All matches should have an entry fee, the amount being sufficient to cover all costs: prizes, targets, postage and other expenses.
- c. Prizes may be awarded as is possible from the proceeds.
- d. The cost of prizes is expected not to exceed 50% of the net fees for the match.
- e. It is the responsibility of the match organizer to make arrangements for all match requirements and reporting match results and prizes to the Board.

8. New Memberships

- a. New member applicants will pay 100% of their dues with their application.
- b. Membership dues are prorated on a quarterly basis as follows
 - Jan 1st – Mar 31ST \$60
 - Apr 1st – June 30th \$45
 - July 1st – Sept 31st \$30
 - After Sept 31st \$15

9. NRA Membership

- a. NRA membership is strongly encouraged. It will be the member's responsibility to show current status with renewal.
- b. NRA membership may be obtained through the club at a reduced price.

10. Membership Application Policy

- a. Applicants should review the club's Standard Operating Procedures (SOP) carefully.
- b. Applicants must fill out the application card completely and have the sponsoring member sign.
- c. The applicant will submit the application card and yearly dues to a Board member.
- d. The applicant will be considered for membership at the first Board meeting after the application is received. At this time the application will be accepted, rejected or put on hold.
 - i. Applicants put on hold will have their dues and fees held until such time as the hold status is removed.
 - ii. Applicants who are rejected will have all moneys returned.
- e. When an applicant has been accepted by the Board, he shall be notified that he has been accepted.
- f. When unusual circumstances occur, the above policy may be deviated from with the approval of the Board

11. Office Eligibility

- a. An individual must be a member of the club in good standing for at least one year to be eligible for office.
- b. Junior Club members are not eligible to hold office.

12. Range fees

- a. Indoor and Outdoor range, per visit:

Members	\$3.00
Guest	\$6.00
Juniors	\$0.50

13. Safety

- a. Range safety rules are listed under *Range Use Rules*
- b. MPRC Safety Plan for weather, fire, injury is found in Chapter 5, *Safety Plan*
- c. Safety glasses and hearing protection must be worn, at both ranges, during shooting (line is “hot”).

Indoor Range Use Rules

1. NO HANDLING OF FIREARMS WHEN ANYONE IS DOWN RANGE!!!
2. Register (sign-in) and pay.
3. No eating or smoking in the range area.
4. Firearms outside of firing line must be properly stowed.
5. Hearing and Eye protection is required during shooting
6. Actions must be open with empty chamber indicator in place when not firing.
7. During a general cease-fire all firearms shall be unloaded, actions open, magazines out, empty chamber indicators in place, and benched or grounded
8. Keep the muzzle pointed downrange and towards the backstop at all times.
9. Ammunition and calibers: See Chapter 7, Standing Rules, Caliber Use and/or Appendix K
 - a. Tracer or any ammunition considered to be incendiary or explosive is prohibited.
 - b. Armor piercing or steel jacketed ammunition is prohibited.
 - c. Nylon or Teflon coated ammunition is prohibited.
 - d. Pistols chambered in rifle cartridges are prohibited.
10. Targets shall be placed to ensure all rounds are entering the backstop.
11. Use of any unauthorized target material is prohibited.
12. No targets outside of the backstop.
13. The firing of a pistol from the holster is prohibited. (Except during authorized matches such as IDPA with an RSO present).
14. Make sure your guns are clear before you move to the other room.
15. At the conclusion of any shooting, all firearms shall be unloaded and cased or boxed.
16. It is the duty of shooter to police the firing points after the completion of shooting. I.e. pick up your brass and trash.

Outdoor Range Use Rules

1. NO HANDLING OF FIREARMS WHEN ANYONE IS DOWN RANGE!!!
2. Pay range fees.
3. Smokeless powder firearms are limited to under caliber .50 without prior written board approval.
4. Firearms off the firing line must be properly stowed.
5. Hearing and Eye protection required at all times while the firing line is “hot”.
6. Actions must be open when not firing.
7. No targets shall be placed on the ground between the impact area and the firing line.
8. All targets to be placed immediately in front of the impact area.
9. Keep muzzle pointed down range and below top of the impact area at all times.
10. Use of any unauthorized target material, such as glass, ceramic, or porcelain is prohibited.
 - i. Cans and plastic bottles, as targets, are permitted although it is recommended that biodegradable frangible targets (clay pigeons, charcoal, eggs, etc.) be used. Plastic bottle and cans must be removed from the range when shooting is completed.
11. Shooting an un-aimed firearm, like shooting from the hip, is prohibited.
12. At no time shall there be shooting from the 300 yard firing line when people are forward of the 300 yard firing line. I.e. on the pistol or 100/200 yard firing line.
13. Tracer or any ammunition considered to be incendiary or explosive is prohibited.
14. Shotgun shooting allowed at clay bird targets only in the open area near the entrance of the range. Maximum shot size is 7 ½. Shotgun shooting slugs or buckshot is only allowed on rifle range.
15. During a general-cease fire all firearms are to be unloaded, magazines out, empty chamber indicators in place, and benched or grounded.
16. Make sure your guns are clear before you move off the firing line.
17. At the conclusion of shooting firearms are to be unloaded and cased or boxed.
18. It is the duty of shooter to police the firing line after the completion of shooting. I.e. pick up your brass and trash.
19. Radio or phone communication is required from the firing line to the pits when the pits are occupied.

RSO and Authorized Personnel

1. A Range Safety Officer (RSO) at MPRC is defined as a person who has received certification of RSO or Chief RSO from the NRA or has been appointed by the board.
2. A RSO must be present at all shooting events or whenever the range is open to the public.
3. The designated RSO has the following authority and responsibility:
 - a. Call a **“Cease Fire”** in the event of an injury, illness, or unsafe practice.
 - b. Execute disciplinary action including:
 - i. Warning individual of performing an unsafe practice.
 - ii. Removing the individual from the firing line.
 - iii. Removing the individual from the range.
 - c. Assist with clearing a firearm in the event of a gun stoppage or malfunction.
 - d. Call for someone to assist in the event of an emergency.
 - e. Ensure that the shooters know and follow the posted range safety rules.
 - f. Maintain constant visual inspection of the firing line for any safety rule infractions.
 - g. Report unsafe gun handling practice to the Board via the Safe Handling Violation Form (ref. appendix H).
4. All members in good standing may invite non-members to use the range facilities. The member must be present whenever the non-member is using the range facilities.
5. Only members with a key to the Indoor Range may use the range outside of range public hours. Adherence to the range shooting hours is required.
6. All members in good standing may invite a non-member group (Police, National Guard, Army Reserve, etc.) to use the range facilities with the Board’s approval. The member must be present during the use of the range by the non-member group.
7. NRA trained instructors may use the range for training purposes with the Board’s approval.

Personnel Responsibilities

1. All personnel on or near the firing line have the responsibility to conduct themselves in a safe manner.
2. All personnel on or near the firing line have the responsibility to point out unsafe shooting practices to the RSO.
3. The designated Range Safety Officer has the responsibility of:
 - a. Safety on the firing line.
 - b. Decisions of discipline.
 - c. Escorting the shooter with a malfunction to the clear area.
 - d. Taking control in the event of an emergency.
4. All members have the responsibility to pay the annual dues in a timely manner.
5. All members have the responsibility to pay the range fees prior to using the range.
6. All members have the responsibility to ensure their guests abide by the rules of the range.
7. All members have the responsibility to police the area and clean up after themselves.
8. Other responsibilities are outlined in the Match Procedures.

Hours of Operation and Scheduling

1. Range Hours

a. Indoor range hours

- 8:00 am to 9:00 pm for members and non-members accompanied by a key-holding member.
- Open to the public 7:00 pm to 9:00 pm every Tuesday with a RSO present.

b. Outdoor range hours

- Daylight hours only. No earlier than 8:00 am and no later than 9:00 pm
- Range is available only per hours posted on website for members and non-members.
- RSO must be on-site when range is in use.

2. Scheduling Events

- a. All events shall be scheduled with the board's approval at least 30 days prior to the event.
- b. Scheduled events shall take precedence over personal facility usage.

Alcohol and Drugs

1. No alcohol or illegal drugs are permitted on the property at any given time.
2. No prescription or over-the-counter medications that impair shooting capabilities, reflexes, or awareness are allowed.
3. Anyone found with alcohol or illegal drugs on the property will be immediately suspended from the club.
4. Anyone found under the influence of alcohol or illegal drugs will be immediately suspended from the club.
5. Anyone found under the influence of prescriptions or over-the-counter medications affecting their shooting capabilities will be suspended from the club.

“Hold Harmless” Agreement

1. All individuals who plan to handle a weapon shall sign the “Hold Harmless” Agreement Form prior to handling the weapon.
2. Failure to sign the “Hold Harmless” form will result in loss of participation in the match or event.
3. The individual needs only to sign a “Hold Harmless” form once.
4. The “Hold Harmless” form will be kept on file by the Secretary.

Range Commands

1. All range commands will be given by the assigned Range Safety Officer. The range commands are to be clear and concise. This provides the shooters and spectators with easy to understand guidelines and enhances safety.
2. All range commands will follow the NRA rules per the sanctioned event. All unsanctioned events will follow as close as possible to the NRA range commands.
3. The following commands are provided along with their purpose and a description of the action that should result. All commands are given by a designated range safety official, except for cease-fire or misfire, the shooter experiencing the difficulty should alert the range officer immediately. If a range officer is not formally assigned, then participants should mutually designate a person to perform the function.
 - a. **CEASE FIRE!**
 - i. The purpose is to stop all shooting. It may be a routine command based on the course of fire. In the case of a safety violation, correct the violation. In the case of emergency, immediately act per the Emergency Action Plan.
 - ii. The participants shall immediately stop shooting, continue to keep the muzzle pointed down range, remove finger from within the trigger guard, unload and clear the firearm and await further instructions from the range officer.
 - b. **MISSFIRE.**
 - i. The purpose is to notify the range officer and other participants that a round did not fire when the trigger was pulled and to alert other shooters along the line that a hazardous condition may exist.
 - ii. The shooter experiencing the misfire continues to keep the firearm pointed down range, removes the finger from within the trigger guard and awaits further instructions. The range officer may or may not call a general cease-fire depending upon the situation. The range safety officer will assist the shooter in determining the cause of the misfire and determine if the shooter may continue if cleared or to remove the firearm from the line to the designated "safe gun handling area". Remaining shooters may continue to fire as directed by a range officer or may cease fire at their option and await further instruction.
 - c. **LOAD.**
 - i. The purpose is to notify participants that they can load the prescribed number of rounds.
 - ii. Participant will load the prescribed number of rounds and stand ready for the next command.
 - d. **IS THE LINE READY?**
 - i. The purpose is to determine if all shooters along the firing line are ready.
 - ii. Any shooter not ready should indicate their status to the range officer. Sufficient time will be allowed for the shooter to complete his preparation.
 - e. **READY ON THE RIGHT. READY ON THE LEFT.**
 - i. The purpose is to declare that the shooters have indicated they are ready.

- ii. Any shooter not ready at this command may chose to either alert the line officer that he is not ready or to complete the process of getting ready before the final command has been given.
- f. **READY ON THE FIRING LINE.**
 - i. The purpose is to notify all participants that the range is about to be under live fire and that if anyone is not ready at this point, he should call a range officer; otherwise, await the next command.
 - ii. Participants simply await the next command.
- g. **COMMENCE FIRING.**
 - i. The purpose is to declare the range formally open for live fire.
 - ii. The participants may commence the prescribed course of fire.
- h. **RANGE IS CLEAR or LINE IS SAFE.**
 - i. The purpose is to alert all shooters along the line that travel beyond the firing line for purposes of target change or retrieval, the removal of brass and trash is approved.
 - ii. Participants may move down range as directed or desired to change, remove targets or to clean up. The next relay shall not take up positions on the firing line until told to do so. Participants not going down range are to stand back from the firing line and away from firearms. NO firearm will be handled while others are down range.

“Hold Harmless” Agreement Form

RELEASE, WAIVER, INDEMNIFICATION, HOLD HARMLESS, AND ASSUMPTION OF RISK AGREEMENT

WHEREAS, in consideration of being permitted for use of premises, for the lawful discharge of firearms, for the instruction in firearms, to attend a course for instruction in firearms, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Undersigned agrees to the following:

Undersigned agrees to indemnify, hold harmless and defend the Muskegon Pistol and Rifle Club, Inc. and its officers, members, or agents and assigns (the **“Facility”**) from any and all fault, liabilities, costs, expenses, claims, demands or lawsuits arising out of, related to or connected with:

Undersigned’s presence at and/or participation in the course of instruction; the discharge of firearms by Undersigned; Undersigned’s presence on or use of the range, building, land and premises owned and operated by Muskegon Pistol and Rifle Club (the **“Premises”**); and, any and all acts or omissions of Undersigned.

Undersigned furthermore waives for himself/herself and for his/her executors, personal representatives, administrators, assignees, heirs and next of kin, any and all rights and claims for damages, losses, demands and any other actions or claims whatsoever, which he/she may have or which may arise against the Facility (including but not limited to death of Undersigned and/or any and all injuries, damages or illnesses suffered by Undersigned or Undersigned’s property), which may, in any way whatsoever, arise out of, be related to or be connected with: the course of instruction; the Premises, including any latent defect in the Premises; Undersigned’s presence on or use of said Premises; Undersigned’s property (whether or not entrusted to the Facility); and the discharge of firearms. The Facility shall not be liable for, and Undersigned, on behalf of himself/herself and on behalf of his/her executors, personal representative, administrators, assignees, heirs and next of kin, hereby expressly releases the Facility from any and all such claims and liabilities.

Undersigned hereby expressly assumes the risk of taking part in the course for instruction in firearms and taking part in the activities on the Premises, which include, but are not limited to, instruction in the use of firearms, the discharge of firearms and the firing of live ammunition.

Undersigned hereby acknowledges and agrees that Undersigned has read this instrument and understands its terms and is executing this instrument voluntarily. Undersigned furthermore hereby acknowledges and agrees that he/she has read, understands and will at all times abide by all range rules and procedures and any other rules and procedures stated by the Facility.

The undersigned affirms, attests and acknowledges that he/she is over the legal age of majority and has full authority to execute this Release. In the event that the undersigned is a minor, the parental guardian signing below has authorized the execution of this document on the minor’s behalf.

Undersigned expressly agrees that this instrument is intended to be as broad and inclusive as permitted by law, and that if any provision of this instrument is held invalid or otherwise unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. No remedy conferred by any of the specific provisions of this instrument is intended to be exclusive of any other remedy hereunder available to the Facility and shall not constitute any waiver of the Facility’s right to pursue other available remedies. This instrument binds Undersigned and his/her executors, personal representative, administrators, assignees, heirs and next of kin.

UNDERSIGNED: _____ Date: _____

Signature

Printed Name

Parent/Guardian Signature

Printed Name

Must be signed by Parent/Guardian if Youth is under 18 years of age. Parent/Guardian authorizes youth’s participation in a course for instruction in firearms, for the instruction in firearms, for use of premises, and for other good and valuable considerations.

