



November 15, 2017

MEMORANDUM FOR: All Club Members

FROM: BRSP Board of Directors

SUBJECT: Update to Rifle and Pistol Range Rental Policies and fees

This letter is in effect when published.

All Range Rental requests and payments must be made by a member of BRSP. If you are not a member of BRSP and you wish to rent a range, you can purchase a User Group Sponsor Membership (UGSM). The cost of the UGSM is \$10.

Range Rental requests will be made via Email sent to RangeRental@BRSPclub.com

1. The Email must include the following information:
 - a. Group/Agency renting the range and POC with phone number
 - b. Member Number
 - c. Email or fax number to send invoice.
 - d. Lead Instructor/Range Safety Officer's name and phone #
 - e. Types of firearms that will be used
 - f. Minimums and Maximums distance from targets
 - g. Number of persons on the range during the rental
 - h. Start and end time to include set-up and tear down.
 - i. Special Requests (e.g. renting barricades, extra target backers etc.)

Annual Range Rental request can be submitted 1-14 of December; approved invoices will be E-mailed to the POC 1-5 January. The Group/Agency has 7 calendar days to pay the booking fee. If booking fee is not paid, rental request will be canceled. On January 15 the Rifle and Pistol range will publish the final range rental calendar.

After January 15 rental request should be submitted as early as possible, but no less than 14 calendar days prior to the event. Short notice request less than 14 calendar days are difficult to accommodate, and will require an additional \$75 expediting fee, if range is available for use. Any range rental longer than 8 hours will be charged at the rate of \$25 per hour for each additional hour. This charge applies if any equipment, props or other items remain on the range after hours preventing our members from that range.

For Profit Companies and Law Enforcement Agencies: will pay a flat rate of \$250 for up to 8 hours of exclusive use of a single range. \$50 is a non-refundable, non-transferable booking fee that should be paid at the time the reservation is made. If multiple Range Rentals are being made a \$50 booking fee applies for each day's Range Rental. The remaining balance for each rental must be paid in full by the end of the event.

Non-Profit Organizations: will pay a flat rate of \$200 for up to 8 hours of exclusive use of a single range. \$50 is a non-refundable, non-transferable booking fee that should be paid at the time the reservation is made. If multiple Range Rentals are being made a \$50 booking fee applies for each day's Range Rental. The remaining balance for each rental must be paid in full by the end of the event.

For all Range Rentals, BRSP will provide up to 10 target backers and bases if requested for use with rifle, pistol and shotgun (with slugs only). Additional target backers are available for use at \$5 each. Target backers must be returned in a useable condition with frames intact. Do not shoot at them with buckshot or birdshot. If the target backers are not useable when returned, a \$20 fee per backer will be charged. New target backer may be purchased for \$20 each, and should be requested at the time of the booking to ensure they are available on the day of the Range Rental. Propane heaters may be provided at a cost of \$35 for an 8-hour period and \$5 an hour after that. Lead Instructor/Range Safety Officer will be briefed on the safe use of the heaters and will be responsible for briefing their students.

With prior approval a gate access card can be provided to those renting a range, if the rental period commences or ends after normal BRSP hours. A \$50 deposit will be required for gate card and will be refunded when card is returned.

Once reservations are confirmed, events must go on regardless of weather. There will be no refunds or rescheduling due to inclement weather. If weather is so severe that the BoD or BRSP Management closes the range for safety concerns, the event will be rescheduled with no additional cost to the renting organization.

Cancellations require a 7 calendar day notice by email to RangeRental@brspclub.com. Any cancellation forfeits the booking fee, and cancellation without a 7 calendar day notice or a no show still requires full payment of the invoice.

All Range Rentals must have an Instructor/RSO or a qualified individual responsible for safe use of the range. All shooters, instructors and spectators must sign a BRSP liability waiver, and follow posted BRSP safety rules. Failure to follow BRSP safety rules, range rental will be stopped and all outstanding fees paid.

//Signed//

Dave Kaiser
BoD President