

**ORCO Sportsman's Association, Inc.**  
**GENERAL RANGE RULES**

**All members are to make themselves familiar with all range rules and by-laws governing the use of the club facilities. No excuse for lack of knowledge will be accepted as failure to follow these requirements.**

1. MEMBERS MUST SIGN IN AND OUT EACH TIME THEY ENTER AND LEAVE THE CLUB GROUNDS. THE MEMBER MUST LIST HIS/HER NAME, KEY CARD NUMBER, DATE, TIME IN, AND TIME OUT. THE SIGN-IN MUST OCCUR BEFORE USING ANY CLUB FACILITIES. NAMES OF GUESTS MUST ALSO BE ENTERED ON THE REGISTER AND GUESTS MUST SIGN IN TO RELEASE ORCO OF LIABILITY AND THE GUEST RANGE FEE BE DEPOSITED IN THE PAYMENT BOX.
2. LIMIT YOUR GUESTS TO TWO (2) AT ONE TIME. YOU MUST REVIEW RANGE RULES WITH YOUR GUEST(S), AND BE WITH YOUR GUEST(S). YOU ARE RESPONSIBLE FOR THEIR ACTIONS. DO NOT LEND OR GIVE OUT YOUR KEY CARD, IT IS CLUB PROPERTY.
3. ALL SHOOTERS ARE RESPONSIBLE FOR CLEANING UP AFTER THEMSELVES. THIS INCLUDES BEHIND THE FIRING LINE, IN FRONT OF THE FIRING LINE, AND ALSO THE CLUBHOUSE AREA. CLEAN UP ANY AND ALL AREAS USED.
4. PLACE FIRED BRASS AND ONLY FIRED BRASS (**NO ALUMINUM OR STEEL**) INTO THE BRASS BARREL. DO NOT LEAVE MISFIRES OR LIVE AMMUNITION AT THE RANGE. BE CAREFUL THAT NO TRASH OR GARBAGE IS THROWN INTO THE BRASS BARREL.
5. TURN OFF ALL OF THE LIGHTS AND MAKE SURE THE DOOR IS CLOSED AND LOCKED WHEN LEAVING.
6. NO MEMBER, UNLESS A LAW ENFORCEMENT OFFICER OR APPROPRIATELY LICENSED INDIVIDUAL, MAY CARRY A CONCEALED FIREARM ON THE CLUB PROPERTY. LOADED FIREARMS ARE NOT TO BE HANDLED EXCEPT AT THE FIRING POINTS ON ALL CLUB PROPERTY. ALL SAFETY AND RANGE RULES MUST BE FOLLOWED.
7. THE RANGE(S) MAY BE CLOSED ON OCCASION FOR WORK PARTIES, LAW ENFORCEMENT TRAINING, MATCHES, AND OTHER TRAINING COURSES OR PROGRAMS. ALL REQUESTS TO CLOSE THE RANGE FOR SUCH PURPOSES MUST BE CLEARED THROUGH THE EXECUTIVE OFFICER / EXECUTIVE COMMITTEE.
8. NO ALCOHOLIC BEVERAGES MAY BE SERVED OR CONSUMED ON ANY PART OF THE ORCO CLUB PROPERTY AT ANY TIME.
9. NO MEMBER SHALL PERFORM OR ATTEMPT TO PERFORM ANY MAINTENANCE, REPAIRS, IMPROVEMENTS OR MODIFICATIONS OF ANY KIND TO CLUB FACILITIES WITHOUT PRIOR APPROVAL OF THE BOARD.
10. RANGE DAMAGE RULE

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- a. IF A MEMBER OR THEIR GUEST(S) CAUSE DAMAGE TO ORCO FACILITIES AND THE MEMBER SELF-REPORTS THE DAMAGE; THEY WILL BE CHARGED FOR THE COST OF REPAIRS. THEY MAY PERFORM THE REPAIRS UNDER THE SUPERVISION OF A BOARD MEMBER IF IT IS WITHIN THEIR SKILL SET. EXCESSIVE OCCURRENCES OF SELF-REPORTED DAMAGE MAY BE DEALT WITH AT THE DISCRETION OF THE BOARD.
  - b. IF A MEMBER OR THEIR GUEST(S) CAUSE DAMAGE TO ORCO FACILITIES AND THE MEMBER DOES NOT SELF-REPORT IT BUT IS CAUGHT ON VIDEO, IS REPORTED BY ANOTHER MEMBER OR OTHERWISE DISCOVERED, THEY WILL ON THEIR FIRST OFFENCE BE CHARGED FOR THE COST OF REPAIRS, CHARGED A FINE OF \$25 AND THEIR NAME WILL BE PUBLISHED IN THE NEWSLETTER OR IN ANOTHER EMAIL TO THE MEMBERS. ON THE SECOND OFFENCE THEY WILL BE CHARGED FOR THE COST OF REPAIRS, FINED \$50, HAVE THEIR NAME PUBLISHED AND BE SUSPENDED FOR 3 MONTHS. ON THE THIRD OFFENCE THEY WILL HAVE THEIR NAME PUBLISHED AND BE EXPELLED FROM THE CLUB.
  - c. WE ARE REQUIRED TO REPORT SUSPENSIONS AND EXPULSIONS TO THE NRA PER OUR BY-LAWS.
11. FOR ANY SAFETY RULE INFRACTION OR OTHER PROBLEMS, NOTIFY THE EXECUTIVE COMMITTEE AS SOON AS POSSIBLE. RUN THE KEY ACCESS CARD A FEW TIMES THROUGH THE SCANNER TO PINPOINT THE DATE AND TIME OF THE VIOLATION OR PROBLEM.