



North Springs Shooting Range Permit Policy

Permits Required

1. Use of the venues/facilities at the North Springs Shooting Range for organized/scheduled events is by permit only.
2. By accepting a permit, the permittee agrees to abide by all permit requirements.
3. Permits are temporary and valid only for the dates and/or times specified. Permits may be suspended or revoked for: Failure to abide by all permit requirements or Range rules and policies; to protect health and safety; or to safeguard Range property and facilities.
4. Permits are not transferable and may not be re-assigned or sublet by the permittee, without prior written approval of the Range Manager.
5. Permits are issued at the discretion of the North Springs Shooting Range. In reviewing permit requests, the Range Manager may consider:
 - a. Safety of the public and/or range user
 - b. If the proposed use is appropriate for the venue.
 - c. Risk to the range facilities.
 - d. Opportunity to generate revenue for the Range.
 - e. Reputation of Carbon County and the Range.
 - f. Applicant's prior performance.

Shooting Event Permits

Event permits are required for any shooting event, for any organized group activity, competitive event, or commercial event. An event permit entitles the permittee to exclusive use of the range venues specified on the permit for the duration of the event, and as outlined on the permit.

1. Single events
 - a. Single events are events that occur no more than once per calendar year.
 - b. Single events may be scheduled on the calendar at any time within one year of the event, but no later than 30 days prior to the event.
 - c. Written applications for single events must be received at least 30 days prior to the event.
 - d. Scheduling is on a first come, first serve basis.
 - e. A nonrefundable reservation fee, of half the total permit fees, will be required at the time of scheduling the event. Reservation fee will apply towards the permit fees. *Events cancelled by the permittee with less than 10 days prior notice to the Range Manager are subject to payment of full permit fees unless the cancellation is beyond the control of the permittee, i.e., weather, range closure, disaster, emergency etc.*

2. Recurring events (clubs etc.)
 - a. Recurring events are events that take place more than once a year and are regularly scheduled (monthly, weekly, quarterly, etc.)
 - b. Recurring permits may be issued for a term of up to one year with preference for renewal of the permit and continuing the shoot date schedule. Recurring permits expire December 31 each year.
 - c. Recurring permittees will pay an annual, non-refundable fee, based on the number of planned events, as shown in the Fee Schedule. Fees for initial permits issued during any year will be prorated on a monthly basis.
 - d. A permittee holding a recurring event permit may schedule up to two additional, unscheduled, special events during their permit period without incurring additional event fees. These special events will be scheduled at least 30 days prior to the event. These additional dates are temporary, non-renewable amendments to the permit.
 - e. A permittee of a recurring event permit must make substantial use of the dates scheduled under the permit as authorized. Failure to make substantial use of the scheduled dates will result in loss of preference for regularly scheduled dates upon permit renewal. Notification of a cancelled date must be made to the Range Manager 10 days prior to the event, unless cancellation is beyond the control of the permittee. Substantial use is defined as at least 75% of the scheduled dates.
 - f. If an event has been scheduled at either the law enforcement or the Castle Gate Town venues, requiring the use of electricity and water, and there are less than 8 participants in attendance, a \$50.00 fee will be charged to cover the cost of the utilities at the venue, per date.
 - g. The Range Manager reserves the right to schedule other events on the same date as a date previously reserved for a recurring permit holder. When determining whether to preempt a date otherwise reserved for a recurring permit holder, consideration will be given based on past performance, size and scope of the event, and the benefit to the range and the Carbon County. This will be at the sole discretion of the Range Manager. In the event of preemption, 60 days notice shall be given to the permittee. A make up day will be arranged with the permittee.

Terms and Conditions of All Shooting Event Permits

1. Permittee is responsible for conduct of the event.
2. Permittee shall inspect the venue and its facilities, prior to the event, in order to identify any hazards, damage and deficiencies and report them to the Range Manager prior to the event.
3. Permittee shall file with the Range Manager, a certificate of insurance, at time of permit issuance or renewal, when required. Self insured Federal and State Government agencies are not required to provide insurance. In lieu of insurance, a written statement from an authorized officer is required to verify that the range use is in fact agency sponsored and the agency accepts liability.
4. Events must be conducted using safety protocols of a nationally recognized shooting organization (NRA, SASS, etc.), including properly trained and certified range officers. All permittees will be responsible for range/venue safety to include participants and spectators.

5. In addition to event fees, the permittee shall, at the request of the Range Manager, collect signed liability waivers and day pass fees from each shooter according to the following schedule:
Annual Pass Holder – no charge, youth 12 to 16 years old – \$3, under 12 years old, accompanied by another shooter – no charge, Seniors (65 years and over) - \$5.00/person/day, and all others - \$7.00/person/day. Additional fees, \$8.00 /person/day for 3-D archery, \$3.00/person/day for youth under 12 years old for 3-D archery, \$3.00/person/day for the shotgun venue. These fees will be accounted for separately and paid to Carbon County.
6. Payment of fees will be required immediately upon the conclusion of the event. Payment will be tendered prior to the permittee leaving the range.
7. Bonds – The Range Manager may require the posting of a bond in an amount sufficient to defray the costs of site cleanup and repair or assure payment of fees.
8. The permittee will leave the venue in clean and serviceable condition at the end of each event. All litter shall be contained in refuse containers, venues swept for cartridge cases, wads, patches, pieces of frangible targets, etc.
9. The permittee shall report any injuries or property damage to the Range Manager, as soon as reasonably possible.

Other Permits

1. Vendors and Vending.

- a. A shooting event permittee may take responsibility for all vending at the event. In such case, the permittee is responsible for the collection and payment of all vendor fees and meeting all vendor requirements. If the permittee does not assume responsibility for vendors, each individual vendor must obtain their own vending permit. Vendors at permitted events are invitees of the event permittee and subject to their direction.
- b. Vending not in association with an event. Vendors may be permitted to vend at the Range not in association with a specific event. Such vending shall contribute to or facilitate the quality of the experience of the Range. Vendors must in advance file a complete list of all items to be sold to the Range Manager. The Range Manager may restrict or prohibit sale of items that may be inappropriate. If the materials sold or distributed generate trash or garbage, the vendor is responsible for providing, maintaining and removing refuse containers adequate to keep the area clean.
- c. There will be no on site food preparation, by a vendor, without food handler's permits. Sales of prepared foods, other than prepackaged, commercial products require a catering license. Reheating of prepared food is permitted where no food sales are involved.

2. Other Events.

Non-shooting events, family/company parties, meetings, training etc. may be scheduled at the discretion of the Range Manager. Permitting, scheduling and fee schedules apply. Reservation and day pass fees are the same as for shooting events except shooting specific requirements are waived, no range or safety officer required, etc., and insurance may be waived for low risk activities.

Fee Schedule

1. Permit fees are subject to yearly modification.

Shooting events

- a. Single event, entire venue, \$300.00 per event
- b. Recurring (club) events fees will be based on anticipated usage and base line number of events per year ranging from \$300/year (up to 4 events at a single venue) to \$1000/year (up to 30 events per year at various venues). Event fee includes use of all facilities/features at the venue during any scheduled event.

Non-shooting events

- a. Entire venue \$300.00 per event
- b. Kitchen and patio at Castle Gate Town, \$50.00 per half day, \$100.00 for full day
- c. Classrooms at the main cabin, \$25.00 per half day, \$50.00 for full day

Vendor fees - \$25.00 per event; fees may be split with event permittee taking responsibility for vending at scheduled events.

North Spring Shooting Range Application for Event Permit

1. Applicant Name and Address

2. Authorized Representative(s), phone and e-mail

3. Applicant is: Individual, Club, Corporation, etc.

4. Application is for: Shooting/non-shooting, Club, Commercial, Private party, etc.

5. Use is: Single event _____ Recurring event _____

6. Venue(s) Requested: Long Range _____ Pistol _____ Trap _____ Archery _____ Law Enforcement _____

7. Dates and times requested

8. Describe event including safety protocols and any facilities you will provide.

9. Any special needs or accommodations required.

By signing this application and accepting the permit I agree to abide by all terms, conditions, rules, etc. I agree to pay all amounts due to the North Springs Shooting Range as per the fee schedule

Signature and date