

## HOW TO RUN A SHOOT OR EVENT AT SUFFOLK ARCHERS

- 1 - Pick a shoot or event that you want to run.
- 2 – Contact the event coordinator or Vice President to make arrangements.
- 3 – Clear the date with the Event Coordinator.
- 4 – Set up the course for the event, making sure that all targets and shooting stakes are in place for the event. (EX: Turkey targets for the turkey shoot.)
- 5 – Keep in mind that some target can not be put into play if close targets become a safety issue.

\*Target #2: Running deer(And Target of Opportunity) can not be put into play if target # 2 is used.

\*Target #6 and #7 can not be used if the (T.O.O.) Downhill bedded deer is used.

\*Target #9 cannot be put in play if the T.O.O @ #9 (Mike Jones Stand) is in play.

\*Target #20 (Long distance field area with Stand, field and T.O.O. on the right side.) Only ONE shooting position may be used out of the three.

\*Targets #3 and #12 recommend using one not both (Visual distraction)

6 – All shooting positions must maintain a safe shooting angle. Shooting stakes should stay on the same angle they are set and not moved left or right. (Only adjustment should be distance.) Keep the stakes in front of any walking lanes.)

7 – Ask members to help you with sign up, clean up and range officers.

8 – E-mail the course layout to the safety officer at least 3 days prior to the event so he can verify the course is good and where to possibly place range officers.

## 9 – Day Of The Event Shot Gun Start At 9AM

- Sign in sheets 7:30-8:30
- Score Cards (Green cards for traditional and orange for compound)
- Collect money from non-members \$30. Kids under 16 Free.
- Pledge Of Allegiance (Moment of silence for? (Our Vets)
- Read Safety Rules
- Explain Scoring for your shoot
- Explain shooting stakes (Green for traditional, orange for compound.)
- Give out starting positions to each group (No more than 5 per group suggested to keep course moving.)
- Explain lunch time 11:30 – 12 noon.
- All score cards must be in by 12 noon for 15 target shoots , 1:30 for 30 target shoots.
- One parking spot must be coned off for the parking of an emergency vehicle if needed.