

USER GROUP AGREEMENT

THE Tennessee Wildlife Resources Agency (TWRA), an agency of the State of Tennessee, hereby grants permission for the USER to conduct the following activity at the John Sevier Hunter Education Center (JSHEC):

USER(Group/Organization): _____
ACTIVITY(Event/Program): _____
DATE(s) and TIME(s)*: _____
RESPONSIBLE PERSON: _____
Phone number(s): (H) _____ (W) _____
Email: _____ Fax #: _____

REQUEST USE OF:

_____ CLASSROOM _____ RANGES**[Archery / KD / Pistol / Rifle / Shotgun /
Other] _____
(circle appropriate range)
_____ RESTROOMS _____ PAVILION _____ OTHER _____

USER:

- will conduct the above activity with the highest standards of safety for all participants and comply with the established Rule and Regulations for the John Sevier Hunter Education Center;
- will provide for the safety of participants and spectators and will setup, takedown, cleanup and properly store any equipment (props, targets, stands, etc.) and materials used during this activity;
- will provide an agenda/outline of event/program, a roster of participants and appropriate use fees before leaving facility on day of event/program;
- understands that this agreement does not allow participants to utilize the facility without being supervised and will arrange for the presence of a Range Safety Officer if the activity involves use of a firing range;
- understands that non-compliance with this agreement, rules and regulations, procedures, safety violations or late notices will result in loss of privileges to use this facility;
- will honor the approved request and will notify the management of JSHEC of any changes or cancellation of this activity at least 24 hours in advance.

*There is an advanced scheduling procedure and requests should be submitted 30 days in advance; all request will be filled in chronological order of submission. If event/program is for public attendance and needing onsite advertisement, a detailed description of event must be attached with this agreement. Contact the range office for use fees and checking out keys for buildings.

**The name of the Range Safety Officer(s) for this activity must be given before request is granted.

Signature: _____ **Date:** _____

By signing this agreement, I am authorized to represent the above USER.

OFFICIAL USE ONLY

TWRA ID #: _____
CLUB: SMA VRPC Other

Number of Users: _____
Posted Online: YES NO
Event: Public - Private
Received:

TN Wildlife Resources Agency

John Sevier Hunter Education Center

Individual Use Fees: *Before any person may shoot at this Facility, the individual use fee is required.*

Adult(16 years of age and over).....	\$ 5.50 per 2 hours
Youth(15 years of age or under).....	\$ 1.50 per 2 hours

Reserved Area/Range: *The individual "use fee" rate will apply for all participants who intend on shooting and is in addition to the reserved area/range rates. However, the **Minimum, Half Day and Daily** rates include the use fee up to a select number - see chart below. A list of students/roster for the event must be submitted with fee(s)! Alterations to facility or area/range, including attaching decorations and displays to wall, floors and equipment, shall not be made unless requested and approved by range management. Posters may be hung by tacks using the permanent display striping. All furniture, seating and fixtures must be returned to the original condition and formation. Drinks and refreshments are not encouraged for inside consumption, but soft drink machines are adjacent to classrooms and outside pavilion.*

	<u>Rate*</u>	<u>Maximum Number of Students**</u>
<i>Classroom I(40X50):</i>		
Minimum.....	\$ 35.50 per 2 hours	(up to 07 students)
Half Day.....	\$ 50.50 per 4 hours	(up to 10 students)
Daily.....	\$ 100.50 per 8 hours	(up to 20 students)
<i>Classroom II(15X20):</i>		
Minimum.....	\$ 25.50 per 2 hours	(up to 05 students)
Half Day.....	\$ 35.50 per 4 hours	(up to 07 students)
Daily.....	\$ 50.50 per 8 hours	(up to 10 students)
<i>Pavilion(40X50):</i>		
Half Day.....	\$ 50.50 per 4 hours	(up to 10 students)
Daily.....	\$ 100.50 per 8 hours	(up to 20 students)
<i>Range:</i>		
Minimum.....	\$ 40.50 per 2 hours	(up to 08 students)

****Cleaning Fee*** (if applicable): \$ 25.00*****Additional fee:*** \$ 5.00 per student

Classroom, Pavilion and Range Specifics - Restrooms are in adjacent building

Classroom I: 2,000 sq ft with seating capacity of 75 students

- Hard surface w/ HVAC.
- Audio/Visual equipment available: A 60 watt amplifier has a CD/DVD and VHS player linked to overhead projection onto an 8' screen. Four additional input connections available on A/V selector which converts video to S-video. Sound is wired to overhead speakers with three mounted overhead condenser microphones in front.

Classroom II: 300 sq. ft with seating capacity of 12-15 students

- Carpeted with heat/air.
- Audio/Visual equipment available: TV/VCR/DVD combo player.

Pavilion: 2,000 sq ft with seating capacity of 150

- Covered/lighted over hard surface and open on all four sides.
- Tables are fixed and wooden "picnic" style.
- No fixed sink or food preparation station, but water is available.
- Refrigerator/freezer available.

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Range Specifics: 25 yard Pistol range with shooting capacity of 15-20 students

- All target debris, expended rounds and litter must be removed.
- A large garbage can on wheels is located at small target shed at parking area, and may be rolled up to the range for the event. If used, roll garbage can back to shed and it will be emptied by range personnel.
- Wooden target frames are stored in front of range. Do not attach targets to wood; only attach to vinyl backing with wood frame facing. Replace frames to storage when finished.
- All bullets and projectiles must be captured in the backstop/impact area. Do not allow projectiles to impact the grass or wooden ground baffles. The "User" will be responsible for any damage during its use of the range.
- The orange/white barricades are not to be used unless approved by Range management.

USER(Group/Organization): _____