

LSC Event / Activity Request Form

When requesting equipment/facilities for events & activities:

1. This form must be completed and submitted to the Recording Secretary.
2. Dates must be approved by the Recording Secretary.
3. The Event/Activity Chair or Delegate must appear before the Board for approval.

The following are standing events:

HUNTER'S SAFETY: First Saturday & Sunday in March, Second Saturday 7 & Sunday in September -using the Clubhouse

OPEN TRAP: Thursdays 6 - 9 pm March through October- using the Trap Fields and Clubhouse

IDPA: Wednesdays 6 pm - sunset or Saturdays 9 - 11 am - using the Pistol Range

BLACK POWDER/MUZZLELOADER: Wednesdays in June & July 9 am - 5 pm

Event/Activity: _____

Chairperson: _____

Date Submitted: _____

Dates Requested:				
Times Requested:				

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Times Requested:				

Facilities Requested**:

- 25 Yard Range
- 50 Yard Range
- 100 Yard Range
- Archery Range
- Trap Fields
- Indoor Rifle Range
- Clubhouse
- Campgrounds
- Pistol Bays
- Other _____
- Kitchen*

Estimated Number of Participants: _____

Participant Entry Fee: _____

Estimated Total Income: _____

Estimated Expenses: _____

Project Income for LSC: _____

Is this Event/Activity for Charity?

- Yes Please list name of Charity: _____
- No

Will cash prizes be paid out of Entry Fees?

- Yes No

Event/Activity Chairperson

Name: _____

Signature: _____

Date: _____

*IF KITCHEN IS TO BE USED: Chairperson is responsible for kitchen cleaning. This includes (but is not limited to): Counters, Floors, Utensils, Garbage Removal.

****ALL FACILITIES:** If facilities are not properly cleaned after your event, you may be fined a cleaning fee.

RECORDING SECRETARY USE

__ Approved __ Online Calendar __ Posted with Press