



2024

Skyline Hunting & Fishing Club Range Orientation Checklist

Topic	✓
1) Hours of range operation (posted on gates).	
2) Gaining access to the range:	
a. Badge requirements (SHFC badge)	
b. Storage of firearms at the Club House	
c. Main gate and horse gate closure, combos, road conditions, etc.	
d. No firearms on company property or at the Guard Shack	
e. Number of Guests & Family Members allowed, and responsibilities for same.	
f. Children requirements – Under 18 years old Must be accompanied by an adult Certified SHFC Instructor must be present	
g. Group (youth or other) range requirements	
h. Provide proof of firearms training for guests	
i. Liability Waiver for guests and waiver drop-off with RSO	
j. Archery Range requires separate orientation	
3) Arrival at the Range:	
a. Empty Chamber Indicator (ECI) rqmts	
b. Parking	
c. Must wear SHFC badge on outside garment at all times.	
d. Member is responsible for their guests.	
e. Red warning light operation	
f. Range Safety Officer Sign in and responsibilities.	
4) General Range rules:	
a. Eye and Ear Protection (mandatory while shooting on the firing line)	

Topic	✓
b. No alcohol, no pets, no climbing on berms, no ATV's, no tobacco, no shooting animals	
c. No class-three firearms (machine guns). Law Enforcement Only.	
d. Process of taking firearms into the shooting areas (actions open, chambers clear, coordinate with range officer, place firearms on rack, etc.)	
e. General gun handling (do not handle when targets are being changed down range, always shoot down range, keep guns pointed in a safe direction, etc.)	
f. Ammo Type Usage & No cross range shooting.	
g. Range etiquette: clean-up, pick-up brass, coordinate with those already shooting, etc.	
h. Report all emergencies to the RSO and Plant Protection (911, 303-977-4646)	
5) Pistol House: (Multi-Function Shooting Facility)	
a. Red light and flag location	
b. Phone location and emergency numbers (911, 7-4646, etc.)	
c. Rake, shovel, fire extinguisher	
d. Firing lines	
e. Changing targets beyond 25 yards during Skeet shooting at positions 5, 6, 7 & 8.	
f. Cease fire cooperation with 100 yard	
g. Location of targets and stands	
h. Wed. & Mon. Practical Pistol shooting	
6) 100 yard range:	
a. Red light and flag location	
b. Rake, shovel, fire extinguisher location	
c. Firing lines	



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d. "Cease fire" requirements and coordinating cease fire with pistol house	
e. Plinking requirements (location, plastic only, pick-up trash, etc)	
f. Location of targets and stands	
7) 100 - 500 yard range:	
a. Red light and flag location	
b. Rake, shovel, fire extinguisher location	
c. Firing lines	
d. Cease fire for the 100 yard when setting up targets at 200, 300, 500yd beyond 25yds	
e. Silhouette shooting	
f. Location of targets and stands, and ok to drive to change targets, but no ATV's	
g. Special shoots (foul weather, muzzle loading, etc.)	
h. Target locations	
8) Shotgun Range:	
i. Red light	
j. Rake, shovel, fire extinguisher location	
k. Range Officer responsibilities (road closures, collect bird fees, etc.)	

Topic	✓
l. Hand throwing and thrower location	
m. Patterning Board requirements (no steel shot)	
n. Cease fire requirements at stations 5, 6, 7, & 8	
o. Tuesday (Skeet) & Thursday (Trap) shooting, cost, times, etc	
p. Children 18 years and younger shoot free	
9) Leaving the Range:	
a. Sign out on the Range Mngmt System	
b. Firearms totally unloaded; no magazines, clips inserted, chambers empty.	
c. Horse Gates in Proper position. Lock Main Access Gate.	
10) General Information:	
a. Club Meetings (Board & Membership)	
b. Boat Rental	
c. Purchasing	
d. Range Scheduling (restricted shoots, etc.)	
e. Hunter Safety Classes	
f. Home Firearms Safety Classes	

I certify that I have received range orientation training, including a review of all items above, and that I will follow all applicable rules and safety procedures. I acknowledge that violation of Skyline Hunting & Fishing Club rules, Lockheed Martin policies, applicable local, State or Federal laws and regulations may be cause for revocation of range use privileges, expulsion from Skyline Hunting & Fishing Club, or further action by Lockheed Martin Corporation.

Member Print Name: _____ SHFC Member No. _____ Witness Print Name: _____

Member Signature / Date: _____

Witness Signature / Date: _____