

8/1/2010



**RULES
POLICIES
&
OPERATING
GUIDELINES**

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Preamble

These Member Rules, Policies and Operating Guidelines (hereinafter referred to as the “Rules”) serve to complement the Dallas Gun Club Bylaws regarding the management, operation, use and enjoyment of the Dallas Gun Club. These Rules may be periodically reviewed and amended by the Board of Directors.

Schedule and Hours of Operation

- 1) Club hours of operation are subject to revision by the Board of Directors as the season or occasion may warrant. Changes will be announced in the monthly newsletter and/or be posted in the Clubhouse.

Current hours are as follows:

Wednesday through Friday: Noon until 8:00 p.m.

Saturday and Sunday: 9:00 a.m. until 6:00 p.m.

Monday and Tuesday: Closed

Club Management reserves the right to close prior to the stated hours of operation when the Club is not being utilized by its members or due to inclement weather.

The Club will be closed on New Years Day, George Washington’s Birthday, Thanksgiving Day, Christmas Eve and Christmas Day. The Club will be open on Independence Day, Memorial Day and Labor Day holidays from 10:00 a.m. until 6:00 p.m.

General Rules

The following rules have been compiled for Member convenience and for the greater enjoyment of the Club by all Members.

- 1) GUESTS - Members are expected to restrict the number of guests and the frequency of visits by guests to a reasonable number. Members should not bring more guests to shoot at the Club, at any one time, than they can personally supervise (recommended 4). Members or spouses of Members must accompany, and are personally responsible for, their guests. Members are expected to acquaint their guests with all Club rules, including safety rules, and are responsible for all charges incurred by guests. No guest will be allowed to use Club facilities if, in the judgment of the Board, such use is disruptive, disturbing to other members or not in the best interests of the Club. Guests who have previously been members of the Club shall be limited to not more than four visits per calendar year.
- 2) LOCKERS – All locker rentals shall be pursuant to the terms of a locker rental agreement and shall be governed by the Club’s Locker Policy. Gun and Personal storage lockers, as well as ammunition storage lockers, may be rented from the Club at such rates as may be determined from time to time by the Board of Directors. Members should be aware that Club insurance does not cover contents of lockers.
- 3) FOOD AND LIQUOR SERVICE - The Club provides food and liquor service for members and guests. State liquor laws prohibit any liquor on the Club premises except that provided by the licensee. Anyone under the age of twenty-one in the Club Bar area must be accompanied by an adult Club Member or adult guest.

- 4) **CHARGES INCURRED** – All Members are responsible for the payment of charges incurred in the use of the facilities of the Club, including shooting fees, meals, beverages and purchases from the Club, incurred by the member, his/her family, guests or other invitees on the day incurred. Non-member participants in open shooting events must pay in advance or submit a credit card to the cashier prior to utilizing Club facilities.
- 5) **PETS** - Pets are not allowed in the Clubhouse and shall be kept on a leash at all times.
- 6) **PARKING** - The covered area at the front entrance is provided so that members can conveniently unload guns, etc. from their cars. Members should not leave their vehicles under the canopy any longer than necessary. Members shall not park along the fire-lane or in the driveway at the Club entrance. Violators are subject to towing at their expense.
- 7) **DISPLAY OF FIREARMS** – Members shall refrain from displaying, exhibiting and laying firearms on the tables in the dining areas of the Club. The displaying and exhibiting of firearms shall be limited to the gun rack area in the main foyer and the trophy room of the Club.
- 8) **PRIVATE PARTIES** – Member requests for private parties should be submitted to the Club Manager and requires prior approval of the Board of Directors.
- 9) **CORPORATE & PRIVATE EVENTS** – Any event, group outing, etc., which has 10 or more participants (members or guests) is considered to be Corporate or Private Event. Requests for Corporate and Private Events should be submitted to the Club Manager. Corporate and Private Events, whether sponsored by a corporation or by individuals, require prior approval prior to the date of the event.
 - a) The sponsor must conduct its event in strict accordance with Club policies and safety rules.
 - b) The sponsor and each participant must execute an indemnity and release agreement provided by the Club and/or provide satisfactory proof of liability insurance in an amount acceptable to the Club.
- 10) **SHOOTING INSTRUCTORS** - Shooting instructors must submit a request to the Club Manager to conduct shooting lessons or demonstrations at the Club. Shooting lessons or demonstrations conducted by instructors must be approved in advance. All instructors must provide proof of liability insurance coverage satisfactory to Club management.
- 11) **CHILDREN** - Members bringing minor children to the Club are responsible for their conduct and safety. Members must accompany, control, oversee and directly supervise their children at all times.
- 12) **NONSHOOTING ACTIVITIES** - Dog training, fishing or other water activities are not allowed on the Club property without prior approval.
- 13) **COMPLIANCE WITH LAWS AND REGULATIONS** - Members and guests must comply with all applicable federal, state and local laws, ordinances and all Club Rules.
- 14) **MEMBER CONDUCT** - Violation of any applicable federal, state or local laws, ordinances or any Club Rules or any behavior in a manner contrary to the best interests of the Club, its overall membership or its employees will result in disciplinary action by the Board of Directors.
- 15) **MOTORIZED VEHICLES** (Autos, ATV's, Golf Carts, etc.) – Operation of motorized vehicles on Club property is restricted to existing roads and designated areas. Operation of motorized vehicles is limited to Members and Guests possessing a valid driver's license.

FIREARMS SAFETY – Rules & Regulations

General Safety

- 1) Actions on all firearms must be open when the firearms are being carried or handled.
- 2) Muzzles of firearms must be pointed in a safe direction at all times.
- 3) There shall be no pointing of firearms inside the Clubhouse.
- 4) Firearms shall remain open and must not be loaded until ready for use at a given station on a shooting field.
- 5) All shooters, referees, trap personnel and spectators shall wear safety glasses and hearing protection while on or near shooting ranges.
- 6) Only approved targets thrown from Club equipment may be shot on Club property.
- 7) No one under 18 years of age may shoot on the shotgun fields or shooting range unless, accompanied by a parent or other adult Member or expressly approved by the Club Manager. Minor children must be closely supervised while visiting the shotgun fields or shooting range.
- 8) There shall be no shooting of any type of firearm except at designated shooting positions on Club ranges and in accordance with range regulations.
- 9) No beer or other alcoholic beverages are to be taken onto any range or shooting field.
- 10) The use of horizontal gun racks is not permitted. Horizontal gun racks may not be used on any manner of conveyance or on a course where any part of the body of a shooter or guest may pass in front of the firearm's muzzle, whether the firearm is loaded or not.

Shotgun Regulations

- 1) All members and guests must check in and out at the cashier's desk in the main lobby of the Clubhouse before and after shooting.
- 2) Only size 7.5 or smaller (shot size), may be shot on shotgun fields or patterning boards. Larger shot sizes (such as waterfowl loads) may be shot on the patterning board at the discretion of and approval of the Club Manager on a case by case basis.
- 3) Guns must be unloaded and actions open at all times except when on shooting pad / enclosure and ready to shoot. Shooting is allowed only from approved trap / skeet / sporting clay / patterning area, etc. stations.
- 4) Shooters shall not load more than two shells at any time. It is recommended that only one shell be loaded when shooting singles.
- 5) On Skeet and Trap Fields, shooters shall point their guns at the mid-field markers when loading. Never point a gun directly at the doors on skeet houses. Never step off of a shooting pad / enclosure or turn away from the shooting area with a loaded firearm.
- 6) Exhibition shooting of any kind is strictly prohibited unless approved in advance of the activity by the Club Manager.
- 7) The use of personal voice pull equipment on skeet fields is permitted on a space available basis. The Club reserves the right to require the discontinuation of the use of the field by an individual shooter in the event others are waiting for a field.
- 8) In the event all fields are being utilized and members are waiting to shoot, the Club Manager or his designee may request that any squad of less than five shooters invite a waiting shooter to join their squad.

- 9) If equipment difficulties are encountered, notify Club personnel immediately. Do not continue to throw broken targets from a malfunctioning machine.
- 10) Members or guests should not attempt to adjust, move or repair any traps or equipment. (As an expedient, it is permissible for qualified members to adjust the elevation and windage on skeet machines and the elevation on ATA trap machines. No adjustments requiring tools should ever be made and no other adjustments or repairs should be attempted. All persons making adjustments accept all risks and liability associated with their actions).
- 11) Instructors must keep count of and are responsible for assuring payment is made for all targets thrown during lessons.
- 12) At each station of the Sporting Clay Course, enclosures have been provided to insure the safety of everyone on the course. Shooters are required to stand within these enclosures while shooting. An exception to this rule may be made when shooting with an approved qualified instructor.
- 13) Shooting events conducted on the Sporting Clays Course shall be conducted in accordance with the safety and other applicable rules for such events promulgated by the National Sporting Clays Association.

Target Counter Policy (Sporting Clays, 5-Stand and Powder Pigeon)

- 1) Target counters are to be picked up at the front counter. The Member's name and the counter ID number will be entered in a log book. The person the counter is assigned to will be responsible for all targets recorded on that counter.
- 2) Counters must be turned in and targets paid for by the end of each day. Members not doing so will be subject to disciplinary action by the Board of Directors.
- 3) Members losing or damaging a counter will pay a \$100.00 fee for a replacement counter, plus the cost of estimated targets thrown.
- 4) Shooters are expected to pay for targets thrown. A limited number of targets will be allowed for broken targets at the request of the Member, which shall not exceed ten percent of the total targets thrown. (Average target breakage is four percent)
- 5) In the event a station is throwing broken targets or malfunctioning in any manner, please move to another station and notify a maintenance person on the course or at the front counter. Additional targets thrown or attempted from a malfunctioning machine must be paid for.
- 6) Any question or disagreement regarding the number of targets to be paid for should be discussed with the Club Manager. Front Counter personnel do not have the authority to negotiate the number of targets to be paid for beyond the allowance for broken targets.

Rifle and Pistol Range Regulations

The following rules are specific to the Rifle/Pistol Range and are in addition to other Club policies and basic safety rules. There will be absolutely no tolerance for not following these rules or of any abuse of the facility. All members and guests must view the Range Safety video and sign the appropriate waiver.

Noncompliance with any of the following rules will result in a loss of range privileges.

- 1) Members and guests must check in at the cashier's desk in the main lobby of the Clubhouse and secure ID tags (for all members of party) prior to going to the range. Immediately after leaving the range, members and guests shall return all ID tags to the cashier. Non Shooters will not be required to pay a range fee. The range is monitored from the clubhouse with security cameras.
- 2) **Members are fully responsible for the actions of their guests.** You must oversee the activities of your guest(s) at all times. You must be at the shooting position with your guest(s) or at the adjacent position. Having your guest shooting handguns at one end of the range while you are sighting in a rifle at the other end is not acceptable.

- 3) **A member and his/her guest(s) may occupy no more than two shooting positions at any time.** When the range is busy, a member and his/her guest(s) may be required to use only one bench.
- 4) **Shooting on the range shall only be at paper targets placed upon the provided target frames.** There shall be no shooting at any post, pole, can, bottle or any other object.
- 5) **Never shoot at a baffle or support post** (Baffles are the overhead rubber/steel structures that have been placed down range to prevent ricochets).
- 6) **Shoot only at the target corresponding to your shooting position.**
- 7) **Rapid fire of any firearm is prohibited.** No firearms may be fired faster than 2 seconds between shots.
- 8) **All types of fully automatic firearms are prohibited from the range.**
- 9) **Any type of fast draw or quick draw pistol shooting is prohibited.**
- 10) **Guns may only be loaded and fired with the muzzle extended outside the range house.**
- 11) Armor-piercing ammunition is prohibited.
- 12) There shall be absolutely no shooting from locations other than the designated positions in the range house.
- 13) Firearms with muzzle energy greater than 6500 foot pounds (greater than a .458 Lott) are prohibited. The 50 BMG is well in excess of this limit. If you are unsure about your cartridge, please ask the Club Manager before using the range.
- 14) The use of Big Game “solid” bullets must be approved by the Club Manager. Other firearms and ammunition may be prohibited at the discretion of the Club Manager.
- 15) Before going down range, shooters are required to signal with one long ring of the bell and switch on the red light. **Make certain that all others on the range acknowledge that you are going down range and have moved away from the shooting positions and behind the red safety line.** When anyone is down range everyone in the range house must stay behind the red safety line and all firearms should be on the benches, tables or racks with the actions open. Under no circumstance is anyone allowed to handle a firearm or be in front of the safety line until it has been signaled that it is “safe to commence firing.” To commence firing, ensure that no one is down range, signal with two short rings of the bell, turn off the red light and announce “safe to commence firing”. At that time, shooters may return to shooting benches.

Shooting Costs and Fees

Shooting costs and fees shall be set by the Board of Directors and shall be posted in the Clubhouse.

Initiation & Transfer Fees

The following initiation and transfer fees are currently in effect pursuant to decision by the Board of Directors:

- 1) For resident and non-resident memberships: \$5,000.00
- 2) For firm memberships (includes the first two firm designees): \$10,000.00
- 3) For additional firm designees: \$2,500.00
- 4) For the transfer of a membership to an immediate family member (spouse or child only): \$100.00
- 5) For the transfer of a membership to a non-family member: \$1000.00
- 6) For the transfer of a membership to a non-family member with Club assistance: \$2000.00

- 7) A non-refundable fee of \$100.00 shall be charged for being placed on the membership waiting list. (This fee shall be applied to the initiation fee in the event the individual becomes a member)

Membership Dues

The following dues are currently in effect pursuant to the decision of the Board of Directors:

- 1) For resident members and each individual corporate designee: \$85.00 per month.
- 2) For non-resident members: 50% of the prevailing resident member dues.
- 3) For members who have attained senior status (age 70 and 20 years as a member): 50% of prevailing resident member dues.
- 4) For members who have attained veteran's status (age 80 and 20 years as a member): 25% of prevailing resident member dues.

Collection of Dues

- 1) Dues shall be payable semi annually on the 1st day of March and September.
- 2) Dues billings shall be mailed on or about the 1st of February / August.
- 3) A delinquent notice shall be mailed on or about the 10th calendar day of March / September to those members who have not made payment by the 10th calendar day of March / September.
- 4) A \$25 penalty will be charged for payments received after the 1st calendar day of March / September.
- 5) Members may make payment by check or by credit card.
- 6) Members who are delinquent in paying dues are not eligible to transfer their membership.

Member Financial Obligations

- 1) Members who fail to satisfy a financial obligation to the Club shall be given notice by the Club Manager or his designee.
- 2) If any financial obligation remains unpaid for thirty days, the rights of the Member to use Club facilities for any purpose shall be suspended. Membership of any delinquent member is subject to termination at the next meeting of the Board of Directors.
- 3) A \$25.00 charge shall be imposed on anyone who presents a check to the Club that is returned due to insufficient funds.
- 4) No prior Member of the Club shall be allowed the use of Club facilities as a guest or otherwise (including open shooting events) until he or she has satisfied all financial obligations to the Club.

Club Shooting Events

- 1) The Board of Directors shall approve any fundamental changes to policy or format of Club shooting events.
- 2) Shoot Planning
 - a) Cooperation between management and the various shoot committees is required. In general, the shoot chairman will handle the planning of the portions of the shoot unique to that event (e.g., designing the program or announcement to be mailed out, squading, providing for the appropriate scoreboard and personnel to maintain the same, solicitation of added money, selection of trophies, inviting particular shooters to attend, etc.).
 - b) The Club Manager will handle arrangements common to all shooting events. The shoot chairman shall coordinate personnel needs with the Club Manager.

- c) Prior to the mailing of a shoot program, the shoot committee or shoot chairman shall present a shoot budget to the Club Manager for his/her approval.
 - d) The Club Manager shall handle the disbursement and deposit of all proceeds or funds.
 - e) No commitments for the expenditure of Club money or the use of Club merchandise as prizes shall be made without the express approval of the Club Manager.
 - f) The President shall be kept apprised of all planning by both the Club Manager and the shoot committee Chairpersons.
 - g) Target setting for events will be conducted in accordance with the rules established by the sanctioning organization. This is the responsibility of the Chief Referee or Shoot Official.
- 3) If there is a disagreement between the Club Manager and the shoot committee regarding any aspect of planning, the President shall be advised. If the President is unable to resolve the difference of opinion, he may resolve the matter with the advice and consent (at his discretion) of either the Executive Committee or the Board of Directors.

Member Involvement, Communication & Notices

Communication by and between the general membership, management and the Board of Directors is encouraged. So is greater participation by non-board members in all Club activities. To further this objective:

- 1) Anyone interested in serving on a committee is encouraged to contact the Club Manager, the President, or any member of the Board.
- 2) A copy of these Rules shall be maintained at the front desk and in the office of the Club Manager to be made available for review by members upon request.
- 3) In the event a member has a comment, suggestion or complaint regarding Club operations or personnel, he or she should contact the Club Manager, the President or any member of the Board of Directors.

Club Financial Management & Budgeting

The Club has retained a certified public accountant to prepare monthly and annual financial statements. Any Member may review these financial statements in the Manager's office during normal Club hours. An annual audit shall be performed by the Club's certified public accountant at the end of each calendar year. A copy of the annual audit shall be made available to all members in attendance at the annual membership meeting.