

### LETTER OF AGREEMENT ESTABLISHING SHOTGUN RANGE RENTAL

This letter of agreement is for the purpose of establishing the use of the Shotgun Training Range.

By (name of Renter) \_\_\_\_\_ and henceforth for the purpose of establishing this agreement, shall be known as the Renter. The Renter is reserving the facilities listed on the attached fee schedule from (date/time) \_\_\_\_\_ to (date/time) \_\_\_\_\_.

1. The Gamehaven Council requires the following documents be submitted upon reserving the facilities:
  - a) A certificate of general liability insurance evidencing a minimum of \$1,000,000 combined single limit. (Non Scouting/LFL Units)  
If company or organization owned vehicles are to be driven on Scout property, evidence of automobile liability insurance for the same limit is also required.
  - b) A completed and signed hold harmless agreement (below)
2. Range Officer/Instructor fees & anticipated participant fees shall be paid at the time the reservation is made.
2. It is understood by all parties that charges according to the rental fee schedule work sheet, as it is completed after using the property, will be paid in full upon receipt. We also reserve the right to require full payment of anticipated fees prior to dates of usage.
3. It is understood and agreed by all parties that the Renter shall be responsible for any and all damages to camp property, which may reasonably be attributed to the actions of the rental party. The Renter agrees to pay any and all reasonable claims when presented.
4. It is understood that no alcoholic beverages, tobacco or illegal drugs of any kind are permitted on the premises.
5. It is agreed that the Renter will provide adult leadership according to the ratios listed in the *Policies and Procedures for Rental Groups*. At least two adult leaders must be present at all times while the group is in camp.
6. Upon arrival, a count of all adults, and youth with your group at camp must be submitted to the camp director or ranger. The director or ranger must be kept up to date in writing if the size of the group fluctuates during the course of the rental.
7. The Renter is responsible for first aid and emergency care and must provide a health officer currently certified in standard first aid and CPR from a nationally recognized provider. Adequate preparations must be made to provide health services to all participants while using camp facilities. These include (for each participant): Name and address, emergency contact information, known allergies or health conditions requiring restriction or other accommodation while on site, and signed permission to seek emergency treatment for all minors or a signed religious waiver. The Renter must designate a vehicle in good working order, as the emergency transportation vehicle for injuries not requiring an ambulance. In case of emergency call 911.
8. It is understood and agreed by all parties that should the rental group fail to provide leadership or fail to abide by camp rules as outlined in the renters *Policies and Procedures* booklet or directions of the camp director or ranger, the Gamehaven Council camp director or ranger may at his discretion terminate this agreement and require the renting party to vacate the camp, forfeiting any and all fees and monies agreed to herein.
9. If participants require assistance due to mental, physical or hearing impaired, that assistance shall be provided by the Renter of facilities.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Male Attendance

\_\_\_\_\_  
Female Attendance

\_\_\_\_\_  
Address

\_\_\_\_\_  
Total Anticipated Attendance

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Name of Health Officer

\_\_\_\_\_  
Signature of official for the Renter

\_\_\_\_\_  
Signature for the Gamehaven Council, BSA

\_\_\_\_\_  
Title of official for the Renter

\_\_\_\_\_  
Title of Gamehaven Council Official

**NOTE: Please return all copies along with the Hold Harmless Agreement, the Rental Fee Worksheet, and your deposit to The Gamehaven Council. Upon acceptance of your reservation a copy will be mailed to you.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

#### HOLD HARMLESS AGREEMENT

\_\_\_\_\_ (name of organization using facility ) shall indemnify, hold free and harmless, assume liability for, and defend the Boy Scouts of America, its chartered affiliates, agents, servants, employees, officers and directors from any and all costs and expenses including but not limited to, Attorneys' fees, reasonable investigative and discovery costs, court costs, and all other sums which the Boy Scouts of America, its chartered affiliates, agents, servants, employees, officers, and directors may pay or become obligated to pay on account of any, all and every demand for, claim or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of above organization's use of real or personal property belonging to the Boy Scouts of America, its chartered affiliates, agents, servants, employees, officers, and directors, or by any action or omission by the above organization, its members, agents, servants, employees, officers and directors.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Signature of official for the Renter

\_\_\_\_\_  
Name & Title of official for the Renter

\_\_\_\_\_  
Address, City, State, and Zip

**Gamehaven Shotgun Training Range  
Policies and Procedures**

- 1. Range Safety Officers:** A Certified Range Safety Officer & Shotgun instructor must be on site at the Shotgun Range and the hourly fee must be paid by the Renter. (Can be the same person). If the Range Safety Officer & Shotgun Instructor is provided by Renter their fees can be waived. Ammo & Target fees are paid at the end of the use of camp for the day, or they can be charged to the unit account. Range & Participant fees must be paid in order to confirm reservation.
- 2. How to sign up to use the range:** Groups must call the council office to schedule time and date. All groups must provide completed Rental Agreement, Harmless Agreement and prove liability and accident insurance coverage. This is done at the time the deposit fee is paid.
- 3. Range Equipment and supplies:**
  - A) Primarily shotguns to be used are the property of the Gamehaven Council.
  - B) Private guns to be used must be inspected by the RSO for safety prior to use .
  - C) Use decision on all guns are at the discretion of the RSO and are final.
  - D) All ammunition and targets must be purchased from the Gamehaven Council. Private ammunition and targets may not be transported into camp.

<b>Fee Description</b>	<b>Scouting/Other Youth Groups Fees</b>	<b>Non-Scouting Fees</b>
<b>Ranger Safety Officer &amp; Shotgun Instructor</b>	\$20 per hour*	\$40 per hour**
<b>Ammo &amp; Targets</b>	\$0.50 per shot	\$0.75 per shot
<b>Participant Fee</b>	\$5 per person	\$10 per person

\* = Fee is per hour with a two hour minimum, four hour maximum per day

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