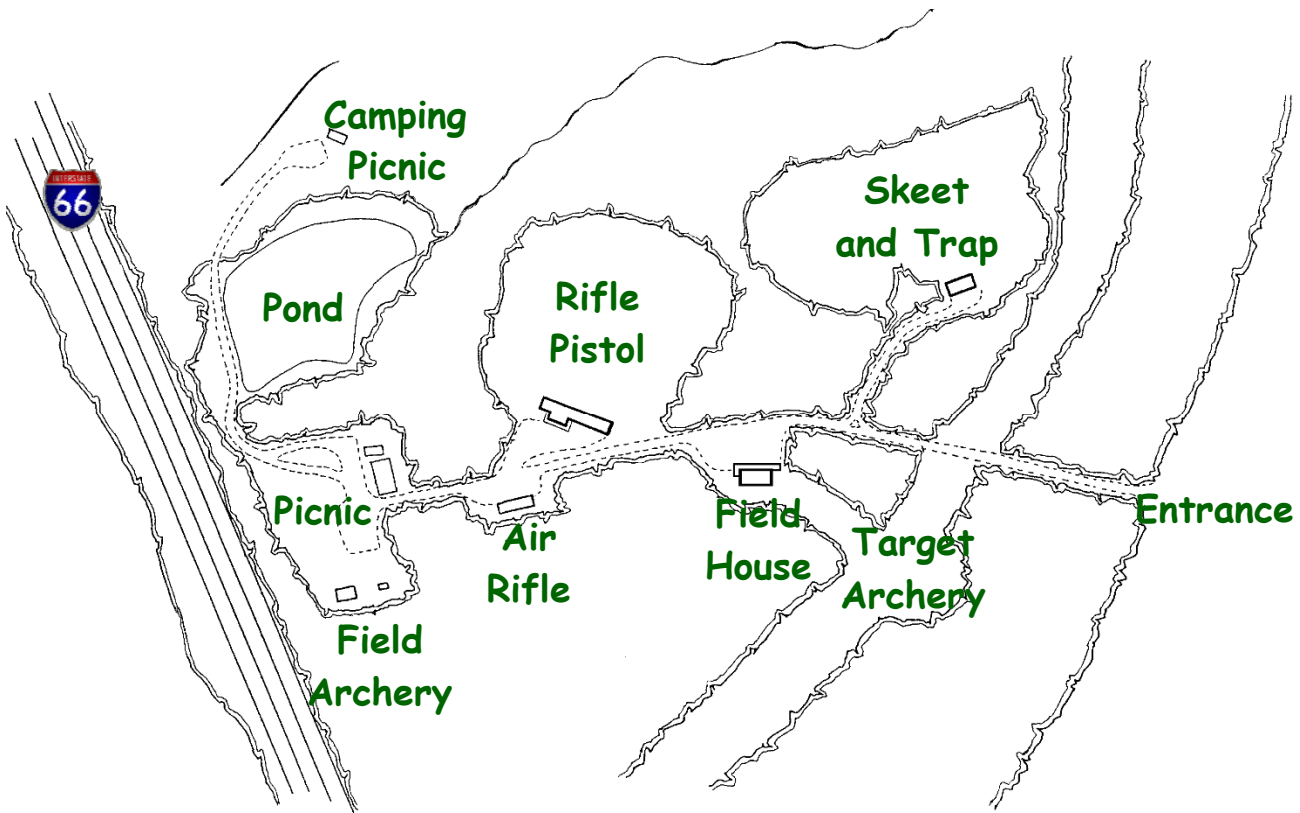


Group Activities Permit checklist

We are not a commercial facility, we allow the use of our facilities by non-profit, youth groups and our members. Approval of the use of our facilities is only done at a Board of Directors meeting, which are held the first Tuesday of the month. You need to review this checklist and use it to fill out the Group Activities Permit (link on the web site) to ensure that you are ready when you come to a Board meeting. If not, you will be required to return to a Board meeting at a later date. If this request is only for a member and their immediate family, no form is needed, but it is suggested you contact the VP (Tom Ciarula, 703-250-0947, Tom-C@Cox.net) to ensure someone else is not scheduled for that facility. Details of our facilities and what is available is listed after the checklist.

- No conflicts
 - a) Check the monthly calendars @ <http://arlingtonfairfax-iwla.org/Calendar.php?v=2>. They could be behind, due to things approved at the last BoD meeting, but they will get you started.
- E-mail, home phone and cell phone listed
- Arrival/Departure DATE and TIME
- Facilities requested w/ DATE and TIME
- There are Designated Director or managers for specific facilities. You will need to coordination with them and get them to sign off on your request.
 - a) Not needed for the large and small picnic pavilion, and the camping areas
 - b) All scouting activities must be coordinated with Tom Pike @ twpike@verizon.net
 - c) Rifle/Pistol @ the Board meeting (be there by 6:30PM)
 - d) Skeet and Trap @ the Board meeting (be there by 6:30PM)
 - e) Field Archery by e-mail to Dick Riemer @ rriemer@cox.net
 - f) Target Archery by e-mail to FrankMichaelKelley@gmail.com
 - g) Air Rifle by e-mail to Roger Thrasher @ rogerthrasher@me.com
- Insurance/Hold Harmless. You must have either:
 - a) Signed Hold Harmless (link on the web site)
 - b) Specific insurance for the event with the Arlington-Fairfax Chapter named as an "Also named insured"
 - c) Scouts must have a "Tour Permit" for any use of a range (including certified Instructors/Coaches and RSOs listed)
- Sign form (accept responsibility)
- Sign back of form (acknowledge that you have read and will abide by the rules)
- Arrangements to open gate and lock open
- Arrangements to get in to Field House (There is a cypher lock on the door)
- Cleaning Deposit
- Donation for use of Field House
- A Virginia State ABC Banquet permit may be required for alcoholic beverages, it is your responsibility to check and get the permit if necessary

Facilities Map: We are located at 14708 Mount Olive Road in Centreville, VA. This is near the intersection of Mount Olive and Compton Road in southern Fairfax County with our entrance on Mount Olive Road.



The Field House is where meetings and training are done. It is a 2,817 ft² building with a main room, back room, and a small kitchen.

Target Archery is an Olympic outdoor sport where competitors use Recurve bows to shoot targets at exact distances up to 90 yards. The range is outdoors.

Air Rifle is an indoor range is located in a 1,217 ft² building. It is a 7-position, 10-meter range. Air rifles, air pistols and targets are available with prior arrangements. Instructors may be available, but most of our instructors are involved in Chapter activities

Field Archery has a 1,467 ft² clubhouse and several ranges; a 10-position 2,510 ft² indoor range, an outdoor range and a 28-target, outdoor walking range. Training Bows and instructors are available with prior arrangements

The Large Picnic area has a 1,621 ft² open side pavilion with picnic tables and a brick grill.

Camping/ Small Picnic area; there are 3 campsites on the pond with a fire ring and 6 more camp sites in the woods and up the hill to the north. There is also a 554 ft² picnic shelter and small grill.

Rifle/Pistol is a 17-position outdoor shooting range with target locations at 25, 50 and 100 yards. There is no ammunition available for sale nor are there loaner firearms. Instructors may be available, but most of our instructors are involved in Chapter activities

Skeet & Trap has 3 outdoor combination Skeet & Trap ranges and one Trap only range. There is ammunition available for sale and a fee for every round of skeet or trap. There are no loaner shotguns and Instructors may be available, but most of our instructors are involved in Chapter activities