



NRA LAW ENFORCEMENT FIREARM INSTRUCTOR TRAINING



CHECKLIST (page 1 of 4)

TYPE OF SCHOOL / TRAINING REQUESTED	OPEN / CLOSED	DATES REQUESTED
	<input type="checkbox"/> / <input type="checkbox"/>	
	<input type="checkbox"/> / <input type="checkbox"/>	
	<input type="checkbox"/> / <input type="checkbox"/>	
	<input type="checkbox"/> / <input type="checkbox"/>	

HOST AGENCY NAME: _____

HOST AGENCY ADDRESS: _____

HOST COORDINATOR'S NAME: _____

WORK PHONE #: _____ FAX #: _____

EMAIL: _____ CELL #: _____

SHIPPING ADDRESS for School Materials (cannot be a P.O. Box):

You may charge a minimal (\$25 - \$50) "range fee" to cover cardboard, staples, coffee, donuts, and other out-of-pocket expenses. This fee will **NOT** be collected by the NRA, but be paid directly to you by the students on site.

RANGE FEE: \$ _____ CHECK PAYABLE TO: _____
TO COVER: _____

Special Instructor Requests:

Note: A Reasonable attempt is made on our end to accommodate special instructor requests for our hosts. Many reasons for not being able to fulfill a special request exist to include instructor availability, instructor qualifications and fiscal responsibility. Please keep in the mind; the final decision must be a sound business decision and ultimately is ours.

By affixing my signature, I am certifying I have read the current NRA Host Guide, I fully understand the requirements for hosting NRA training, and I can and will comply with all requirements.

Print Name

Signature

Date

FOR NRA OFFICE USE ONLY

NRA LAW ENFORCEMENT FIREARM INSTRUCTOR TRAINING

CHECKLIST (page 2 of 4)

CLASSROOM INFORMATION:

Secure Classroom Reserved Exclusively for the NRA During the School Week: **YES / NO**

Classroom Available for Setup the Weekend Prior to the School: **YES / NO**

Classroom Location (full street address for student's information):

Classroom seating max #: _____ # of Desks: _____ # of Tables: _____

Portable LCD Projector: **YES / NO** Extra Bulbs: **YES / NO** Screen: **YES / NO**

Instructor Table: **YES / NO** Chalkboard, dry erase or flip chart: **YES / NO**

RANGE INFORMATION:

This range is Indoor Outdoor

Range Reserved Exclusively For The NRA During The School Week: **YES / NO**

Does the Range Have a First Aid/Medical Kit On Site (Required): **YES / NO**

Range Available for Setup During the Weekend Prior to the School: **YES / NO**

Range Location (full street address for student's information):

Distance from Classroom to Range: _____ Number of Firing Positions: _____

Maximum distance from which we can shoot (yards): 25 50 75 100 200 Other

NRA LAW ENFORCEMENT FIREARM INSTRUCTOR TRAINING

CHECKLIST (page 3 of 4)

RANGE INFORMATION - (continued):

Target Frames and Backers (*must be at least 1 per student*), please provide a brief description: _____

Portable Target Frames (If applicable), please provide a brief description: _____

Number of Staple Guns: _____ Extra Staples: YES / NO P.A. System: YES / NO

Moving Target System: YES / NO If yes, please provide a brief description: _____

Range screen to be shot at during dim light training. Please provide a brief description: _____

Method of throwing clay pigeons (*Handgun/Shotgun School ONLY*), brief description: _____

Are there ANY range restrictions? If so, please list: _____

Is there anything else you think we should know about but have not asked? _____

NRA LAW ENFORCEMENT FIREARM INSTRUCTOR TRAINING

CHECKLIST (page 4 of 4)

SUGGESTED HOTELS (at least 3):

HOTEL NAME: _____

Address: _____

Phone: _____

Fax: _____

Rate: _____

HOTEL NAME: _____

Address: _____

Phone: _____

Fax: _____

Rate: _____

HOTEL NAME: _____

Address: _____

Phone: _____

Fax: _____

Rate: _____

DIRECTIONS and MAP:

Attach Directions and a Map which shows:

1. Major highways
2. Hotels
3. Range location
4. Classroom location
5. Other important details (airport, landmarks, etc.)
6. Mileage between all the above, and a "North" arrow

Your map will be copied and included in the student packet. Please DO NOT copy local street/county maps as they WILL NOT reproduce or fax clearly. Printed Google or Mapquest maps work best.