



Willow River Rod & Gun Club
PO Box 145, New Richmond, WI 54017
715-246-4884

External Agency Use of the Willow River Rod & Gun Club (WRRGC) Facilities

Revised October 2024

1. The External Agency will provide notice, 60 days in advance, of the dates and times that use of the club land is requested. This will ensure that a viable scheduling calendar will be in place to alleviate both internal and external scheduling conflicts. Notification of this closure and the times will be added to the club calendar by Willow River Rod and Gun Club.
2. Hours of External Agency use will be limited from 9 am to 9 pm on scheduled days.
3. The External Agency will clearly and concisely identify and document the type of activity (Course of Fire Description) that will take place on the club land during the time the club land is being used. The WRRGC reserves the right to deny any use deemed not in the best interest of the WRRGC.
4. If night or non-conventional use of the club land by the External Agency is requested, the request must be cleared through the WRRGC board, and the neighbors notified via the newsletter if necessary to alleviate any problems.
5. The External Agency will provide a designated range officer (so listed) who has the responsibility of ensuring safety and responsible use of the club land during the time the club land is being used.
6. The External Agency will provide a \$300.00 Annual Agency Membership Fee that covers expenses incurred by the club during the use of the land. The Club has the right to forgo any fee at their discretion.
7. The External Agency will provide documentation of insurance coverage for the use of the club property during the time that the club land is being used, or each participant will be required to sign a Willow River Rod and Gun Club Hold Harmless Agreement ahead of the event.
8. The External Agency will provide suitable signage indicating the range closure. On-site storage of these signs can be provided by WRRGC.



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9. The External Agency will clean the area of any debris following their use and return the area to a state as found on arrival.
10. The External Agency should report any safety concerns or targets/equipment requiring replacement after use.
11. All External Agencies will be required to comply with these requirements regardless of past club interaction and involvement.