



19615 E. Sprague Ave.  
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[information@spokanegunclub.org](mailto:information@spokanegunclub.org)  
<http://www.spokanegunclub.org>

**EVENT SCHEDULING REQUEST**

Event Name: \_\_\_\_\_

Group or Company Name: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time of Your Event: From \_\_\_\_\_ To: \_\_\_\_\_

Any Acceptable Alternate Dates?: \_\_\_\_\_

Expected Number of Shooters: \_\_\_\_\_

How many trap fields will be used? \_\_\_\_\_

How many skeet fields will be used? \_\_\_\_\_

Will you need rental shotguns? Yes \_\_\_ No \_\_\_ (Rental guns require that you purchase ammunition from our Pro Shop)

Will you need the pro shop open for ammunition purchase? Yes \_\_\_ No \_\_\_ (Pro Shop staffing fee \$15 per hour.)

Will you want snack bar access (your own staff) for Lunch? Yes \_\_\_ No \_\_\_ Dinner? Yes \_\_\_ No \_\_\_

(If you would like to have full-service snack bar provided, the terms and fees will need to be negotiated. Please call to discuss.)

Other info we might need to know: \_\_\_\_\_

**Event Coordinator Contact Information**

Name \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Fee Schedule**

**sales tax of 8.7% will be added to these prices**

Item	Price	Notes
Targets	\$0.25 ea	
Pro Shop Staffing	\$15/hr	Required when rental guns are used, and or ammunition, components or accessories sales are desired.
Clubhouse Rental	\$150 per day	Discounted by \$100, net \$50, if you do all the cleaning

Please schedule your event as early as possible to secure the dates you need. Once you have completed this form, email it to [info@spokanegunclub.org](mailto:info@spokanegunclub.org) or print and bring it to the clubhouse cashier.

Signature on a Spokane Gun Club Hold Harmless Agreement will be required prior to the start of the event.

Board approval (date): \_\_\_\_\_